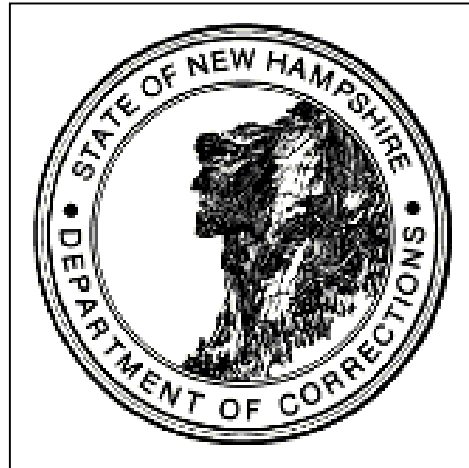


NEW HAMPSHIRE DEPARTMENT OF CORRECTIONS

Annual Report
For The Fiscal Year Ending June 30, 2003



State of New Hampshire

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Governor

Raymond S. Burton
Executive Councilor
First District

Peter J. Spaulding
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Second District

Ruth L. Griffin
Executive Councilor
Third District

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Executive Councilor
Fourth District

David K. Wheeler
Executive Councilor
Fifth District

NEW HAMPSHIRE DEPARTMENT OF CORRECTIONS ANNUAL REPORT

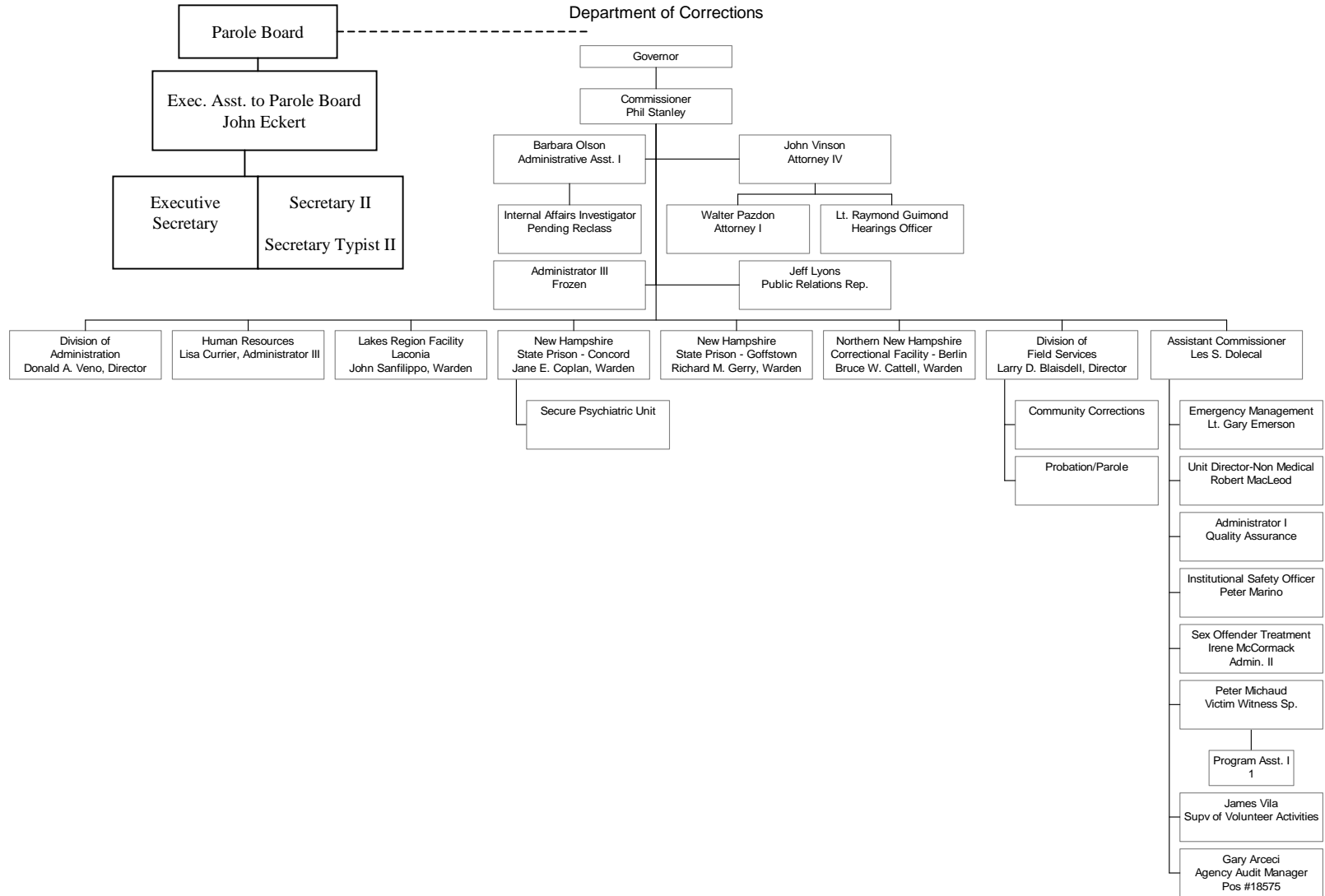
For the Fiscal year ending June 30, 2003

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The New Hampshire Department of Corrections Annual Report for the Fiscal Year that began on July 1, 2002 and ended on June 30, 2003 is published by the New Hampshire Department of Corrections, PO Box 1806, Concord, New Hampshire, 03302-1806. For information please call (603) 271-5600. Circulation: 500. The Annual Report is also available on the Department of Corrections web page at www.state.nh.us/doc.

STATE OF NEW HAMPSHIRE
Department of Corrections



COMMISSIONER'S REPORT

Commissioner Phil Stanley

It is with pleasure that I submit the Department of Corrections annual report for fiscal year 2003 as required by RSA 21H. FY-03 has been an important transitional year for the department. We are continuing to review and address the needs of the department as a whole.

- FY-03 began with significant changes in the medical unit. In October 2002, we appointed Robert MacLeod to be Administrator of Non-Medical and Forensic Services. He took steps to put hospitalization contracts for inmate medical treatment out to bid. In January 2003, the Legislative Budget Assistant issued its audit of the medical and forensics unit. Among the accomplishments were appropriate clinical outcomes, favorable financial indicators for medical costs per inmate, and the establishment of specialty clinics to decrease the need to transport inmates to outside facilities. Areas in which improvements have occurred include revising the outside medical payment processes and revising and developing clinically appropriate protocols.
- In October 2002 the Legislative Fiscal Committee released a report on sexual harassment and sexual misconduct. The report concluded that the department had made significant progress in taking preventative steps in this area since 2000. The department has worked hard to establish credibility with the Personnel Appeals Board in regard to staff disciplinary issues. Since 2000 there has been no decision reached in a personnel matter relating to a sexual harassment complaint that was overturned by the Personnel Appeals Board. There have also been no financial settlements related to any sexual harassment complaint since 2000.
- In January 2003, the American Correctional Association accredited the NH State Prison for Women in Goffstown for three years. All four state prisons, three halfway houses, the Secure Psychiatric Unit, the Division of Field Services, and the Office of Administration are all ACA accredited.
- In February 2003 we submitted our budget proposal to the Governor and Legislature. The original plan called for the closure of the NH State Prison for Women in Goffstown and the transfer of those inmates to the Lakes Region Facility. This generated significant discussion during legislative committee hearings. House and Senate committees passed legislation, which would require that the Goffstown facility remain open during the next biennium.
- In March 2003, the Division of Field Services received the first part of a \$1.8 million federal grant for prisoner re-entry into the greater Manchester area. This program will fund an aftercare initiative aimed at lowering crime and preventing offenders from returning to prison. In FY-04 we hope to have the program fully staffed and operational.
- In May 2003, a newly revamped substance abuse treatment program began operating at the Northern NH Correctional Facility and at the Lakes Region Facility.
- On June 4, 2003, three inmates used tools from the Building Trades Program at the NH State Prison in Concord to escape from the secure perimeter. They were apprehended in Massachusetts on June 5. The Attorney General's office conducted an investigation of the escape and concluded that some errors occurred. Following our own internal investigation, we began reviewing the way we assign inmates to work projects, tool distribution, and staffing assignments. Already we have implemented more regular searches of inmates and their cells and have closed the Building Trades program.
- In FY-03 we decentralized training for staff. It allows staff to receive required training and certifications at the facilities where they work.
- In the direct future, the department will be planning the new construction or relocation of the women's prison at Goffstown. The capacity has been strained to the point of critical need to consider adding

more cells and program space. In addition, plans need to proceed with the construction of the next 500 beds at the Berlin prison. The male offender population continues to grow and require additional cell construction. Unless there is fundamental change in sentencing practices in New Hampshire the population will continue to escalate.

- Finally I will be leaving the position of Commissioner on October 31, 2003. I have appreciated the challenge of the job and support offered by two Governors and the Executive Councilors.

Respectfully Submitted,

Phil Stanley
Commissioner

ADMINISTRATION
Don Veno, Director

TOTAL BUDGET COMPARISON

	FY-99	FY-00	FY-01	FY-02	FY-03
Total Budget	\$51,750,741	\$59,242,450	\$68,602,589	\$74,018,921	\$77,370,025
Avg. Inmate Population	2,205	2,291	2,332	2,433	2,507
% of Inmate Growth from Previous Year	2.7%	3.9%	1.8%	4.3%	3%

Figures taken from DOC monthly statistic reports and NH Integrated Financial Systems

COST PER INMATE PER FUNCTION PER YEAR - STATE PRISON - CONCORD

	FY-99	FY-00	FY-01	FY-02	FY-03
# of inmates	1,642	1,515	1,336	1,378	1,361
Security Per Inmate	\$14,093,272 \$8,583	\$14,525,643 \$9,588	\$15,955,650 \$11,943	\$16,528,274 \$11,994	\$16,671,442 \$12,249
MH per inmate	\$584,651 \$356	\$649,755 \$429	\$638,123 \$478	\$1,224,139* \$503	\$1,957,319* \$781
Ed/Voc Training per Inmate	\$1,186,915 \$723	\$1,296,529 \$856	\$1,204,129 \$901	\$1,197,605 \$869	\$1,333,663 \$980
*Med/Den per inmate	\$4,837,205 \$2,194	\$4,611,741 \$2,013	\$7,506,734 \$3,219	\$7,423,824 \$3,010	\$7,206,019** \$2,874
Kitchen per inmate	\$1,994,980 \$1,215	\$1,794,828 \$1,185	\$1,710,433 \$1,280	\$1,678,317 \$1,218	\$1,461,552 \$1,074
Laundry per inmate	\$368,242 \$224	\$342,289 \$226	\$309,257 \$232	\$263,914 \$191	\$325,762 \$239

*Indicates medical costs for total DOC population

**Indicates medical costs for total DOC population

BUDGET COMPARISON BY FUNCTION - STATE PRISON - CONCORD

	FY-99	FY-00	FY-01	FY-02	FY-03
Avg Inmate Population	1,642	1,515	1,336	1,378	1,361
Security	\$14,093,371	\$14,525,643	\$15,955,650	\$16,528,274	\$16,671,442
Chapel	\$87,157	\$90,285	\$95,290	\$102,243	\$109,691
MH	\$584,651	\$649,755	\$638,123	\$1,224,139	\$1,957,319
Ed/Voc-Training	\$1,186,915	\$1,296,529	\$1,204,129	\$1,197,605	\$1,333,663
Med/Dental	\$4,837,205	\$4,611,741	\$7,506,734	\$7,323,824	\$7,206,019
Class	\$98,397	\$128,943	\$139,378	\$144,271	\$122,095
Kitchen	\$1,994,980	\$1,794,828	\$1,710,433	\$1,678,317	\$1,461,553
Maintenance	\$2,477,082	\$2,591,375	\$2,828,872	\$2,798,989	\$2,956,162
Laundry	\$368,242	\$342,289	\$309,257	\$263,414	\$325,762
Industries	\$561,099	\$521,670	\$515,289	\$468,135	\$555,836
Farm	\$46,209	\$50,422	\$51,511	\$53,376	\$57,468
MSU	\$528,678	\$582,226	\$514,938	\$648,656	\$724,340
Shea Farm	\$466,720	\$513,758	\$501,930	\$503,168	FS
Calumet	\$440,469	\$452,384	\$449,692	\$462,447	FS
Prison Admin	\$595,189	\$540,525	\$593,635	\$684,893	\$683,516
North End	\$340,323	\$271,731	\$234,701	\$507,655	FS
Pharmacy	\$240,747	\$250,198	\$309,204	\$329,738	\$339,901
TIE Admin	\$123,907	\$102,883	N/A	N/A	N/A
Grants	\$694,247	\$1,636,932	\$604,574	\$470,789	\$1,111,792
Work/comp	\$570,991	\$703,160	\$665,730	\$810,857	\$785,815
Unemployment/co mpensation	\$12,853	\$12,845	\$11,037	\$35,981	\$36,259

BUDGET COMPARISON BY PROGRAM ADMINISTRATIVE UNIT

	FY-99	FY-00	FY-01	FY-02	FY-03
Comm. Office	\$2,072,697	\$2,051,182	\$1,908,300	\$2,306,404	\$2,502,588
Parole Board	\$165,144	\$172,845	\$183,155	\$198,378	\$218,607
Fiscal Mgt	\$526,907	\$572,186	\$530,617	\$654,214	\$667,730
Personnel	\$172,301	\$262,706	\$283,149	\$464,557	\$453,725
Offender Records	\$207,509	\$223,670	\$231,750	\$252,094	\$251,072
Info. Services - inmate	\$606,680	\$767,196	\$595,566	\$600,792	\$651,938
Field Services	\$5,355,603	\$5,855,155	\$6,099,963	\$7,818,290	\$8,289,611*
SPU	\$2,790,967	\$2,942,504	\$3,042,380	\$2,830,308	\$3,111,461
NHSP/W	\$2,402,797	\$2,544,539	\$2,504,370	\$2,482,372	\$2,431,890
LRF	\$7,099,604	\$7,294,259	\$7,744,855	\$8,216,101	\$8,503,885
Drug Lab		\$307,403	\$258,302	\$359,499	\$366,841
Pathways		\$1,122,318	\$1,212,089	\$1,289,683	\$1,279,981
NCF		\$3,365,610	\$9,772,560	\$11,361,129	\$12,302,063
Criminal Alien Grant		\$868,349	\$168,896	N/A	N/A

*Includes Community Corrections

NEW HAMPSHIRE STATE PRISON - CONCORD

	FY-99	FY-00	FY-01	FY-02	FY-03
Actual Population	1,642	1,515	1,336	1,378	1,361
Total Budget	\$32,562,821	\$31,552,573	\$35,162, 143	\$37,037,310	\$38,791,059
Annual Per Inmate Cost	\$19,831	\$20,827	\$26,319	\$26,877	\$28,502
Per Day	\$54.33	\$57.05	\$72.10	\$73.63	\$78.08

FY-00

\$29,066,709 = Line Item Expenses
 \$2,485,864 = Administration share of expenses

FY-01

\$32,810,265 = Line Item Expenses
 \$2,351,878 = Administration share of expenses
 (48%)

FY-02

\$34,764,420 = Line item expenses
 \$2,272,890 = Administration share of expenses
 (47%)

FY-03

\$36,438,634 = Line Item Expenses
 \$2,352,425 = Administration share of expenses
 (47%)

NEW HAMPSHIRE STATE PRISON FOR WOMEN

	FY-99	FY-00	FY-01	FY-02	FY-03
Average Population	96	102	105	104	107
Total Budget	\$2,575,366	\$2,747,467	\$2,716,039	\$2,627,450	\$2,582,045
Annual Cost Before Income	\$26,826	\$26,936	\$25,867	\$25,264	\$24,131
Per Day Cost Before Income	\$73.50	\$73.79	\$70.86	\$69.21	\$66.11
Income	\$106,068	\$401,626	\$658,983	\$61,825	\$20,645
Annual Cost after income	\$25,722	\$22,998	\$19,591	\$24,669	\$23,938
Per Day cost After income	\$70.47	\$63.00	\$53.67	\$67.58	\$65.58

FY-00

\$2,544,539 = Line item expenses
 \$202,928 = Administration share of expenses
 (4.5%)

FY-02

\$2,482,372 = Line Item Expenses
 \$145,078 = Administration share of expenses
 (3.0%)

FY-01

\$2,504,370 = Line Item Expenses
 \$211,669 = Administration share of expenses
 (3.6%)

FY-03

\$2,431,890 = Line Item Expenses
 \$150,155 = Administration Share of Expenses (3%)

LAKES REGION FACILITY

	FY-99	FY-00	FY-01	FY-02	FY-03
Average Population	389	455	405	381	346
Total Budget	\$7,613,560	\$9,126,824	\$8,391,621	\$8,748,064	\$9,054,452
Annual Cost Per Inmate	\$19,943	\$20,059	\$20,720	\$22,961	\$26,169
Per Day	\$53.62	\$54.95	\$56.76	\$62.90	\$71.69

FY-00

\$8,416,577 = Line item expenses
\$710,247 = Administration share of expenses

FY-01

\$7,744,855 = Line item expenses
\$646,766 = Administration share of expenses (11%)

FY-02

\$8,216,101 = Line item expenses
\$531,953 = Administration share (11%)

FY-03

\$8,503,885 = Line item expenses
\$550,567 = Administration share of expenses (11%)

NORTHERN NEW HAMPSHIRE CORRECTIONAL FACILITY

	FY-00	FY-01	FY-02	FY-03
Avg. Population	59	296	434	507
Total Budget	\$3,670,001	\$10,595,717	\$12,086,519	\$13,102,888
Annual Cost Per Inmate	\$62,203	\$35,796	\$27,849	\$25,844
Per Day	\$170.42	\$98.07	\$76.29	\$70.80

FY-00

\$3,365,610 = Line item expenses
\$304,391 = Administration share of expenses

FY-02

\$11,361,129 = Line item expenses
\$725,390 = Administration share (15%)

FY-01

\$9,772,560 = Line item expenses
\$823,157 = Administration share of expenses (14%)

FY-03

\$12,302,063 = Line item expenses
\$800,825 = Administration share of expenses (16%)

**PER INMATE COST
ALL INSTITUTIONS**

LOCATION	FY-99 TOTAL SPENT	FY-00 TOTAL SPENT	FY-01 TOTAL SPENT	FY-02 TOTAL SPENT	FY-03 TOTAL SPENT
NHSP - Concord	\$32,562,821	\$31,552,573	\$35,162,043	\$37,037,310	\$38,791,059
NHSP - Women	\$2,575,366	\$2,747,467	\$2,716,039	\$2,627,450	\$2,582,045
LRF	\$7,613,560	\$9,126,824	\$8,391,621	\$8,748,054	\$9,054,452
NCF	N/A	\$3,670,001	\$10,595,717	\$12,086,519	\$13,102,888
TOTAL	\$42,751,747	\$47,096,865	\$57,866,420	\$60,499,333	\$63,530,444
Avg. Population	2,205	2,291	2,332	2,433	2,507
Per Year Cost	\$19,388	\$20,557	\$24,814	\$24,866	\$25,341
Per Day Cost	\$53.12	\$56.32	\$67.98	\$68.12	\$69.42

MONTHLY POPULATION TRENDS - INSTITUTIONS FY-02

	SPU	COMMUNITY CORR	LRF	NHSP/W	NHSP/M	NCF
July 01	48	135	391	104	1,324	367
Aug	49	140	359	107	1,355	362
Sept	42	139	369	104	1,367	374
Oct	41	141	382	107	1,352	371
Nov	42	145	363	110	1,349	398
Dec	48	131	365	100	1,336	441
Jan 02	47	130	401	103	1,308	439
Feb	53	144	386	101	1,295	469
Mar	49	146	392	104	1,279	492
Apr	45	119	395	101	1,325	493
May	43	127	396	104	1,352	493
June	50	142	374	104	1,339	507
FY 02 Avg.	46	136	381	104	1,332	434
FY 01 Avg	51	136	405	105	1,336	296
% Change	-11%	0%	-6%	-1%	0%	+46%

Average Total Population FY-01 - 2,332

Average Total Population FY-02 - 2,433

Difference = +101 = +4.3%

MONTHLY POPULATION TRENDS - INSTITUTIONS - FY-03

	SPU	COMMUNITY CORR	LRF	NHSP/W	NHSP/M	NCF
July 02	47	148	368	108	1,357	505
Aug	46	146	367	108	1,350	506
Sept	45	137	367	108	1,347	509
Oct	45	146	348	111	1,360	508
Nov	47	145	343	105	1,351	506
Dec	51	131	343	108	1,365	506
Jan 03	43	139	333	109	1,376	511
Feb	46	138	345	108	1,361	503
Mar	45	138	345	106	1,360	505
Apr	45	137	347	104	1,350	509
May	50	131	320	107	1,378	509
June	50	134	325	107	1,380	508
FY 03 Avg.	47	139	346	107	1,361	507
FY 02 Avg.	46	136	381	104	1,332	434
% Change	-2%	2%	-9%	+3%	+2%	+17%

Average Total Population - FY 02 = 2,433 Average Total Population - FY 03 = 2,507
Difference = +74 = (+3%)

STAFF OVERTIME COMPARISON

	FY-01		FY-02		FY-03		TOTALS	
	Approp.	Spent	Approp.	Spent	Approp.	Spent	Spent	Difference
NHSP/M	\$637,407	\$1,558,907	\$670,457	\$1,028,209	\$70,627	\$771,222	\$2,008,491	\$3,358,338
LRF	\$159,441	\$334,207	\$167,709	\$329,832	\$175,255	\$302,654	\$502,405	\$966,693
NCF	\$233,500	\$247,039	\$245,607	\$311,191	\$256,650	\$249,652	\$735,757	\$807,882
NHSP/W	\$59,980	\$106,992	\$63,090	\$72,178	\$65,929	\$70,858	\$188,999	\$250,028
SPU	\$104,902	\$106,992	\$110,342	\$155,560	\$115,307	\$148,404	\$330,551	\$507,917
TOTALS	\$1,195,230	\$2,450,593	\$1,257,208	\$1,896,970	\$1,313,768	\$1,534,295	\$3,766,203	\$5,890,858
								\$2,124,655

SUMMARY BY FISCAL YEAR

FY-01 Total Appropriation	\$1,195,230	FY-02 Total Appropriation	\$1,257,205	FY-02 Total Appropriation	\$1,313,768
FY-01 Total Spent	\$2,450,593	FY-02 Total Spent	\$1,896,970	FY-03 Total Spent	\$1,543,295
FY-01 Difference	\$1,255,363	FY-02 Difference	\$639,768	FY-03 Difference	\$229,527

- For the Period FY-01-FY-03, \$2,124,655 in excess of what was appropriated was expended on overtime.
- Those funds came from salary money appropriated for regular pay but not spent due to vacant positions/hiring lags.
- The few the total number of positions funded, the less monies would be available for overtime

OFFICE OF RESEARCH AND PLANNING

Joan Schwartz, PhD, Administrator

The New Hampshire Department of Corrections is the recipient of 15 different grants, totaling over **4 million dollars**. These funds are used to support a variety of programs and services across the department and its facilities. The following is a summary of grant funds received, or otherwise accessed, in FY2003 and the activities they supported.

NEW HAMPSHIRE DEPARTMENT OF EDUCATION

The DOC received three grants from the NH Department of Education (DOE) totaling \$72,178 to support education and vocational training services for inmates incarcerated at one of the state's four prison facilities, and include funds received under the Adult Basic Education Act (ABE), Individuals with Disabilities Education Act (IDEA), and the Carl D. Perkins Vocational and Applied Technology Act.

A grant for **Adult Basic Education (ABE)** in the amount of \$7,204 was used to support reading and math instruction to female inmates who arrive at the state prison for women in Goffstown who have not completed high school or obtained their GED. The grant was used to purchase curriculum materials and professional development to teachers on how to teach English and math to inmates for who English is their second language.

A grant received under the **Individuals with Disabilities Education Act (IDEA)** in the amount of \$18,867 was used to support special education instruction for inmates identified as having a disability and requiring additional support or devices to help them achieve educational success. The grant was used to purchase educational materials and software to assist inmates incarcerated at the Lakes Region Facility.

A grant received under the **Carl D. Perkins Vocational and Applied Technology Act** in the amount of \$46,107 was used to support improvement activities in vocational education programs offered at the NHSP in Concord. These funds are used to upgrade industrial equipment, purchase supplemental curriculum materials and supplies, and acquire computers, software to aid in the delivery of instruction.

NEW HAMPSHIRE DEPARTMENT OF JUSTICE

The DOC received five grants through the NH Department of Justice totaling over 1 million dollars to support a wide variety of activities under specific pieces of federal legislation, including the Violence Against Women Act (VAWA), Victims of Crime Act (VOCA), Youth Offender Program (YOP), Violence Offender Incarceration Truth in Sentencing Act (VOITIS), and Residential Substance Abuse Treatment (RSAT).

Grant funds received under the **Violence Against Women Act (VAWA)** in the amount of \$35,624 are used to provide administrative assistance to the Manchester Domestic Violence program in northern Hillsborough County. This program provides a coordinated approach to the arrest, prosecution, conviction and supervision of domestic violence offenders served by this portion of Hillsborough County. The program is designed to increase communication and cooperation between professionals in the criminal justice community in effectively responding to the needs of victims and the punishment and treatment of offenders.

Funds received under the **Victims of Crime Act (VOCA)** in the amount of \$109,397 are used to support the Victims Services Office of the DOC. Committed to keeping citizens informed, involved and safe, the DOC uses its VOCA funds to provide the following services and supports:

- Ø Notification of inmate custody changes
- Ø Outreach, information and referral
- Ø Advocacy and support during inmate reduced custody processes
- Ø Accompaniment and advocacy at parole hearings

- Ø Victim-offender dialogues*
 - Ø Tours of correctional facilities Ø Participation with IMPACT programming
 - Ø Reasonable protection from offender intimidation and harassment
- * by victim request only

Funds received under the **Youth Offender Program (YOP)** in the amount of \$45,582 is used to support tuition, fees and books for offenders taking college courses at the NH State Prison for Men in Concord, and one part-time position to provide program office support.

Funds received under the **Violent Offender Incarcerated Truth in Sentencing (VOITIS) Act** in the amount of \$644,352 are used to support substance abuse (SA) services for offenders under DOC supervision. The funds support two full-time SA counselor positions that provide services to female inmates incarcerated, and transitioning into the community. These funds are used to acquire computers and computer software for counselor case managers providing SA services to offenders, as well as purchase curriculum materials and instructional equipment. These funds were also used to purchase drug-testing kits and breathalyzers for use by probation and parole officers in the field, and staff development activities for SA counselors and correctional officers, on best practices in SA treatment.

Funds received for **Residential Substance Abuse Treatment (RSAT)** in the amount of \$254,817 annually are used to support 6 full-time positions providing substance abuse services at the Lakes Region Facility. Without these funds, the number of staff available to provide these services would be about half of what is currently available.

UNITED STATES DEPARTMENT OF JUSTICE

The DOC receives approximately 2.5 million dollars under three separate grants from the US Department of Justice to support a variety of activities. The include:

The **Going Home Reentry Initiative**, in the amount of approximately 1.8 million dollars, was awarded to the DOC to support a pilot project in the City of Manchester designed to assist offenders with successfully transitioning from prison to the community. Services under this grant are available to offenders ages 18-35 that resided in Manchester prior to their incarceration at one of the state's prison facilities. Transition services for these offenders will include assistance in finding housing and employment, access to substance abuse treatment and mental health services, and access to further education and training for employment. The grant supports a total of 8 staff positions, including 4 Reentry Advocates to work directly with offenders transitioning into the Manchester community.

A grant in the amount of \$297,901 was received from the US Department of Justice to enable the DOC to purchase 100 digital portable radios for probation and parole officers in the field. This purchase has enabled the DOC to upgrade its communication technologies to be compatible with technologies used by other state and local law enforcement agencies.

The DOC annually receives a **State Criminal Alien Assistance Program (SCAAP)** grant from the US Department of Justice to reimburse the agency for costs associated with the incarceration of illegal aliens. The DOC received \$461,888 in FY2003 under the SCAAP grant, which it used offset medical cost overruns at the NH State Prison for Women in Goffstown.

OTHER GRANT SOURCES

The DOC was the recipient of four grants totaling \$222,538 in FY2003 from a variety of other sources.

A sub-grant of \$127,842 was awarded to the DOC to support costs associated with one full-time probation and parole officer dedicated to supervise individuals convicted of misdemeanors and serves as a diversion from county incarceration in Carroll County. It is the District Court equivalent to the Academy program. The Academy program is an alternative sentencing program de

signed for non-violent and low risk offenders convicted of felonies who have the opportunity to avoid a prison sentence by participating in a rigorous and highly supervised program of rehabilitation and community service. The program allows offenders to live at home, continue working and remain in the community while attending evening treatment and group sessions, and completing their probation requirement of community service.

A grant in the amount of \$84,196 was awarded to the DOC by the **NH Department of Health and Human Services** to support the Family Connections Project (FCP) at the Lakes Region Facility. The FCP provides parenting and child development classes and life skills training to men and women incarcerated at LRF, and a number of services to the over 200 children statewide impacted by their parent's incarceration status.

A grant in the amount of \$10,000 was awarded to the DOC by the private **Bickford Foundation** to support the acquisition of books and other print resources for the library at the NH State Prison for Men in Concord.

A grant in the amount of \$500 was received from the **Catholic Diocese of Manchester** to support the publications of brochures advertising the DOC's Victim Impact program, and to pay stipends to individuals who provided presentations on Victim Impact to offenders accessing this program

HUMAN RESOURCES BUREAU
LISA CURRIER, HR ADMINISTRATOR

In FY-03, the Human Resources Bureau decentralized some of the human resource functions and activities by establishing new Human Resources Coordinator positions for DOC facilities. These positions will aid in the development and implementation of procedural changes related to agency personnel activities and will serve as the human resource representative on site to the various institutions/divisions for which they are assigned to assist employees and management.

During the budget process the Bureau was involved with presenting information and developing material for employees and managers on lay-off procedures. We held public forums and scheduled labor management meetings to keep DOC employees aware of budgetary decisions. With these budget constraints the bureau has assisted each division in tracking it's own positions to ensure each area knows that has been approved in the budget.

Other FY-03 projects:

- We introduced new employee evaluation forms and tracked the return of these evaluations utilizing the state's automated Government Human Resources System.
- Finalized the Sexual Harassment Task Force report and took steps to implement some of the recommendations in the report.
- Initiated steps to implement the 160/28-work schedule for Corrections Officers.
- Initiated steps to decentralize recruitment activity so that each institution could begin coordinating testing of new applicants and schedule interviews for Corrections Officers positions.
- Developed and introduced the new 40-hour Basic Supervisory Training program required for DOC supervisors.

Goals for FY-04 include further automation of human resource technical activities as they relate to benefit processing, position tracking, and statistical reporting.

BREAKDOWN OF STATE CORRECTIONS PERSONNEL

	FY-00	FY-01	FY-02	FY-03
Executives	10	9	9	9
Managers/Administrators	54	66	66	67
Corrections Officers	649	644	644	644
Probation/Parole Officers	76	76	76	74
Medical Personnel	48	55	55	61
Teachers/Instructors	37	34	35	36
Shop Supervisors/Tradesmen	65	79	79	77
Recreational Personnel	2	1	2	1
Clerical/Administrative	155	127	131	120
Psychologists/Social Workers	66	72	66	72

TOTALS	1,162	1,163	1,163	1161
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TRAINING BUREAU

WILLIAM V. WHEELER, DIRECTOR

The Training Bureau coordinates the provision of all pre-service, in-service and elective training to employees of the Department of Corrections. This is accomplished by utilizing four full-time trainers, contract instructors, and “adjunct” trainers drawn from the ranks of DOC employees.

DOC training must satisfy requirements found in Federal, State, and professional association standards. Materials used for creating lesson plans include professional periodicals, books, reports, lesson plans and position papers. Many of these materials are obtained from the National Institute of Corrections (NIC).

FY 2003 was a very challenging year for the Training Bureau. The Bureau lost its only support position and also lost a full-time trainer. As a result the Bureau was unable to complete some major initiatives and unable to implement a new training database to track training and produce reports.

Even with these challenges, the Training Bureau is able to claim some major achievements for FY 2003:

- Named 2002 – 2003 Headquarters Team of the Year
- Conducted Corrections Academies 72 and 73.
- Provided Basic Supervisory Training for senior and mid-level managers.
- Hosted the following NIC events:
 - Management Development for the Future
 - State Correctional Leadership for Women
 - Effective Prison Staffing
 - Videoconferences
- Implemented the 2002 Substance Abuse Series that provided thirty hours of training to staff from DOC, County Houses of Correction, local Police Departments and various community agencies. For staff with LADAC and RN licenses, this training provided credit toward satisfying annual continuing education requirements.
- Decentralized training to increase capacity and ability of divisions to plan and implement effective training.
- NHDOC became part of the NIC Northeast Regional Coordination Network, enabling the Department to utilize additional NIC training resources.
- Expanded and systematized the participation of NHDOC in NIC Training Academy events.
- Reported on current suicide prevention practices at NHSP-M; issued report and recommendations.
- Revised the Suicide Prevention training for all facilities.
- Named Headquarters Team of the Year.

VICTIM SERVICES

PETER MICHAUD, VICTIM SERVICES COORDINATOR

The New Hampshire Department of Corrections strives to continuously improve assistance and support for crime victims and survivors. With respect for their rights and experiences, we are committed to keeping interested citizens informed, involved and safe. Collaboration with community and statewide stakeholders promotes responsiveness to the interests of victims as we fulfill our public safety responsibilities.

Our Victim Services Action Plan includes strategies designed to offer the following services and supports:

- Notification of inmate custody changes
- Advocacy and support during inmate reduced custody processes
- Accompaniment and advocacy at parole hearings
- Reasonable protection from offender intimidation and harassment
- Outreach, information and referral
- Tours of correctional facilities
- Victim-offender dialogue (by victim request only)
- Participation with **IMPACT** programming

Victim Notification

Upon request, timely notification is provided about inmate custody changes involving facility transfers, reduced custody, releases, parole revocations, escape and death of inmate. During SFY 2003, new requests were accepted for 236 victims/survivors to receive notification of custody changes. 2,059 victims and other survivors of current inmates and parolees are registered for notification.

Advocacy, Support and Information

Victim Services staff documented 2,428 contacts with 1,065 victims and survivors. 66% are female and 34% are male. 41% are related to sexual assault, 38% other violent offenses, 5% domestic violence (not including inmates with criminal convictions regarding family violence), and 16% non-violent crimes. Some victims and survivors feel anxious about their safety when inmates are considered for reduced custody or release. The Victim Services Office collaborates with prison classification, community corrections and parole board staff to promote victim safety. Victim Services staff attended 48 hearings of the Adult Parole Board and provided 556 additional contacts supporting victims/survivors during the parole process.

Victim Safety

Crime victims have a right to be free from intimidation by the offender. The NHDOC offers reasonable measures for supporting the emotional and physical safety of victims. On 22 occasions, the Victim Services Office advocated for victims complaining of intimidation or harassment by inmates. Upon court order or victim request, reasonable efforts are implemented to restrict contact between inmates and their victims. This year, staff processed 180 such cases.

SFY 2003 Victims Served - Crime Types



* Inmates w/ criminal convictions involving domestic violence are included in other crime types

Victim-Offender Dialogue

The NHDOC recognizes the long-term impacts of violent crime. We are respectful of the associated trauma, grief and recovery which crime victims and survivors experience. Years after the crime and conviction, some people seek an opportunity to meet constructively with the offender to assist in recovery and healing. Following extensive individualized preparation with the victim and offender, trained co-facilitators guide a conversation in which both parties voluntarily participate.

In collaboration with prosecution-based victim-witness advocates, community mediation agencies and corrections personnel, extensive planning resulted in our Protocols for Victim-Offender Dialogue. Following advanced training of corrections staff and community-based facilitators by national leaders in the field, the Victim-Offender Dialogue service formally began on July 1, 2002. The Victim Services Office received 9 victim-initiated requests for Victim-Offender Dialogue during SFY 2003.

IMPACT

This is an educational, self-improvement program available to inmates at Lakes Region Facility, NH State Prison for Men, and Northern NH Correctional Facility. Correctional staff and volunteers serve as **IMPACT** instructors. **IMPACT** classes include discussions, written exercises, and guest presentations to teach offenders about the physical, emotional and financial impacts of crime. It is an opportunity for inmates to improve empathy toward other people and for interested victims/survivors to be involved in correctional efforts to prevent further victimization in the community. **IMPACT** addresses the harms caused by property crime, robbery, assault, homicide, domestic violence, sexual assault, hate crime, driving while intoxicated/drug offenses, child abuse and crimes against the elderly.

Staff and facility program changes brought particular challenges in maintaining the effectiveness of **IMPACT** during this year. A community volunteer with research experience initiated a study of the program's implementation. We anticipate recommendations which will help strengthen the efficacy of **IMPACT** in the years ahead.

<p style="text-align: center;">LEGAL BUREAU John Vinson, Esq., Legal Counsel</p>

- INMATE GRIEVANCES RECEIVED AT THE COMMISSIONER'S OFFICE – FY-2003: 99
- RESPONSES – FY-2003: 99
- LEGAL CLAIMS HEARD/SETTLED – FY-2003: 214

HEARINGS OFFICE

Inmates must adhere to the policies and procedures of the Department of Corrections. There are 77 infractions, which can result in a disciplinary report and place an inmate in "Pending Administrative Review" status. If the prison's hearing board finds an offender guilty of any of those infractions, appropriate disciplinary measures will be taken based on whether it is a major or a minor violation. This chart highlights specific offender violations, which occurred at all institutions.

VIOLATION TYPE	TOTAL VIOLATIONS
Assaults*	121
Conduct Which Disrupts	341
Drug possession/manufacturing	35
Escapes/Walkaways	9
Failed Urinalysis Tests	229
Fighting	200
Introduction/Attempted Introduction of Contraband	59
Resisting Detention	80
Tobacco Possession**	559
Other	8,130
TOTAL MAJOR INFRACTIONS – FY-03	1,182
TOTAL MINOR INFRACTIONS – FY-03	8,581
TOTAL INFRACTIONS – FY-03	9,763

** Assaults or bodily injuries as defined by NH-DOC Policies & Procedures. Not all assaults require medical treatment.*

***The use of tobacco is prohibited in all NH-DOC prison facilities.*

PUBLIC INFORMATION OFFICE
Jeffrey J. Lyons, Public Info Officer

Significant accomplishments in FY-03

- Responded to over 500 general inquiries from the public
- Fielded over 1,000 media inquiries. A majority of those inquiries were from New Hampshire and Massachusetts. Others came from all over the United States as well as from Canada, Germany, England, and Australia.
- Issued 27 news releases statewide and numerous market-specific news releases.
- Prepared a weekly report to the Governor
- Responded to approximately 50 research inquiries from high school and college students
- Answered approximately 75 surveys and questionnaires from national publications and organizations
- Coordinated Employee Appreciation Week and award activities.
- We responded to 20 Right-to-Know requests as defined by RSA 91-A.
- Frequently updated the department's official web page
- Spoke to approximately 25 community service or other organizations
- Provided facility tours to members of the media
- Edited and produced a monthly employee newsletter

DIVISION OF MEDICAL & FORENSIC SERVICES

Robert J. MacLeod, DHA, Administrator

Medical:

The health care delivery challenges facing our correctional system continue to increase. With the increasing age of the inmate as well as poor health practices prior to incarceration, many serious medical conditions are apt to develop. These serious conditions impact the Division's human and financial resources. To address these concerns, the Division is looking at different strategies to recruit health care professionals such as nurses and to manage costs. In the area of recruitment, the Division is collaborating with other agencies to participate in job fairs as well as coming up with other creative ideas to cope with the market shortages. In the area of managing costs, the Division has implemented a number of controls such as peer review of outside consults to ensure the appropriateness of referrals, creation of clinical protocols to ensure practice consistency, pharmaceutical review committee charged with monitoring compliance with formulary and provider prescribing practices and reimbursement agreements with local providers.

Dental:

Appropriate oral health plays a major role in ensuring that medical problems do not develop. As a result, dental services renders the necessary prophylactic and restorative care in accordance to American Correctional Association standards. Additionally, in collaboration with Tufts Dental School, our correctional system provides an excellent venue for the training of dental students.

Forensic:

The Division of Forensic Services has worked diligently to meet the challenge of the rapidly increasing mental health caseloads in the prison. The implementation of the Dartmouth Contract has played a large role in shaping the Division's renewed commitment to providing quality mental health care.

The Division's mission is to provide a full complement of mental health services including: psychiatric evaluation, pharmacotherapy, psychotherapy, psychological testing, social services and court-ordered forensic psychiatric evaluations. Currently, the Division is providing mental health services in a wide variety of settings:

- ◆ Secure Psychiatric Unit
- ◆ NH State Prison for Men general population
- ◆ NH State Prison for Women general population
- ◆ Lakes Region Facility general population
- ◆ North Country Facility (Berlin) general population
- ◆ Department of Corrections Half-Way Houses

In summary, the Division of Medical and Forensic Services plays a vital role in the mission of the NH Department of Corrections. It is comprised of a group of hard working and valued professionals constantly striving to improve the health of their inmates and the communities to which they return; increase the efficiency of their health services delivery; strengthen their organizational effectiveness; and reduce their risk of adverse legal judgments.

FY-03 ACCOMPLISHMENTS

- Robert J. MacLeod appointed Non-Medical Administrator of the Division of Medical and Forensic Services
- Donna Maltais, RN, appointed Acting-Director of Nursing
- The Joint Legislative Fiscal Committee supported a supplemental allocation to assist in the costs of medical treatment of inmates.
- We entered into a contract with Elliott Hospital in Manchester to treat female offenders at the NH State Prison for Women. We also requested bids for the treatment of all offenders in DOC facilities. Catholic Medical Center in Manchester was awarded a contract to treat offenders at NH State Prison for Men and the Lakes Region Facility. Androscoggin Valley Hospital in Berlin was awarded the contract to treat offenders at the Northern NH Correctional Facility

Nursing staff activity						
	Sick Call encounters	Nurse appointments or follow-up	Total Encounters	% of change	In-patient infirmary admissions	Total admissions/confinements to SPU
FY-99	7,960	20,497	28,457	+5.8%	475	152
FY-00	9,027	22,596	31,623	+11.1%	527	198
FY-01	8,747	32,563	41,310	+30.6%	528	160
FY-02*	14,504	43,356	57,860	N/A	N/A	160
FY-03*	15,954	48,969	64,923	N/A	526	166

- *Due to FY-02 reorganization of DOC medical reporting procedures, these numbers represent all institutions. In previous years, the numbers primarily represented activity at the Concord Men's Prison and the SPU.*

NEW HAMPSHIRE STATE PRISON for MEN

Jane Coplan, Warden

The New Hampshire State Prison for Men has had a challenging year and has endured a great deal of change. The overall inmate population has been averaging 1,362 on a monthly basis. The current institution capacity is 928. The classification system has made a total of 2492 moves throughout the system. This includes 408 inmates being transferred to the Lakes Region Facility, 339 inmates being transferred to the Northern Correctional Facility and 1,745 inmates being moved within housing units at this facility.

The institution continues to uphold the department's mission statement by offering the offenders opportunity for self-improvement. Several inmates are participating in educational and vocational training, and have work assignments in various areas. These areas include the auto shop, furniture shop, plate shop, sign shop, information technology, kitchen, laundry, and maintenance. On-going substance abuse programs and self-help programs are also being offered.

While recognizing the growing numbers of the elderly offenders, the institution has formulated the beginning stages of a hospice program. The Connecticut Department of Corrections presented an overview of

their hospice program to the staff that will be working with these inmates in Health Services. Currently there are inmates assigned to this program to work with the individuals that are in need of hospice care.



In August 2003, Prison Fellowship used entertainment to deliver a spiritual message to inmates at NHSP/M. The event was called "Operation Starting Line"

The institution's Citizen's Advisory Board has been quite active in providing resources and guidance to the facility. These have dealt with issues concerning budget, healthcare and inmate programs. The number of volunteers has increased and I welcome the incredible amount of services that are provided from such committed volunteers. The annual Volunteer Appreciation event was held in unison with the National Volunteer Appreciation week.

The facility continues to accommodate many tours from the local colleges and business groups. Also we held our third annual open house to the public, which drew approximately 300 private citizens to tour the facility. We also provide various services with inmate labor in the community to reduce costs to local non-profit agencies as well as other state agencies.

The major event this year was three inmates escaping from the North Yard of the facility. They were apprehended the next day. This event has forced us to evaluate various policies and procedures. We have made many changes regarding security, staffing, and inmate work assignments. We continue to take the necessary steps to enhance the safety and security of the staff, inmates and public.

In closing, this year has been a busy one. We have been faced with budget cuts, hiring freezes and the loss of positions. We have had several security staff activated for the military. However, this institution has employees that are professional and committed and uphold the values to get the job done.

CORRECTIONAL OFFICERS RATIO COMPARATIVE CHART

Year	Inmates	Correctional Officers	Ratio
1999	1,472	327	4.5:1
2000	1,447	322	4.5:1
2001	1,438	342	4.2:1
2002	1,378	342	4.0:1
2003	1,361	342	4.0:1

TRANSPORTATION UNIT

	FY-99	FY-00	FY-01	FY-02	FY-03
Medical Consults	636	1,046	1,784	1,371	1,406
Emergency Consults	35	52	65	38	59
Transports, Facilities & Others	810	2,971	2,567	1,907	2,032
TOTAL	1,425	4,069	4,416	3,316	3,497



SERT participates in a Fall 2002 drill, which included a wide variety of training.

*Granite State High School
Annual Performance Indicators
Gaye Fedorchak, Acting Education Director*

Academic Performance Levels of NHDOC Inmates – All Facilities:

- 839 inmates have verified GED's - 33 % of the total population.
- 430 inmates have verified High School Diplomas today - 17% of total population
- 1,243 inmates have neither a GED or High School diploma – 50%

Participation in High School:

- 638 inmates participated in high school courses at NHSP/M from July 1, 2002 – June 30, 2003.
- 943 offenders satisfactorily completed courses from July 1, 2002 – June 30, 2003 (General Population – 904, SHU-33, SPU –6)

Diploma Completions:

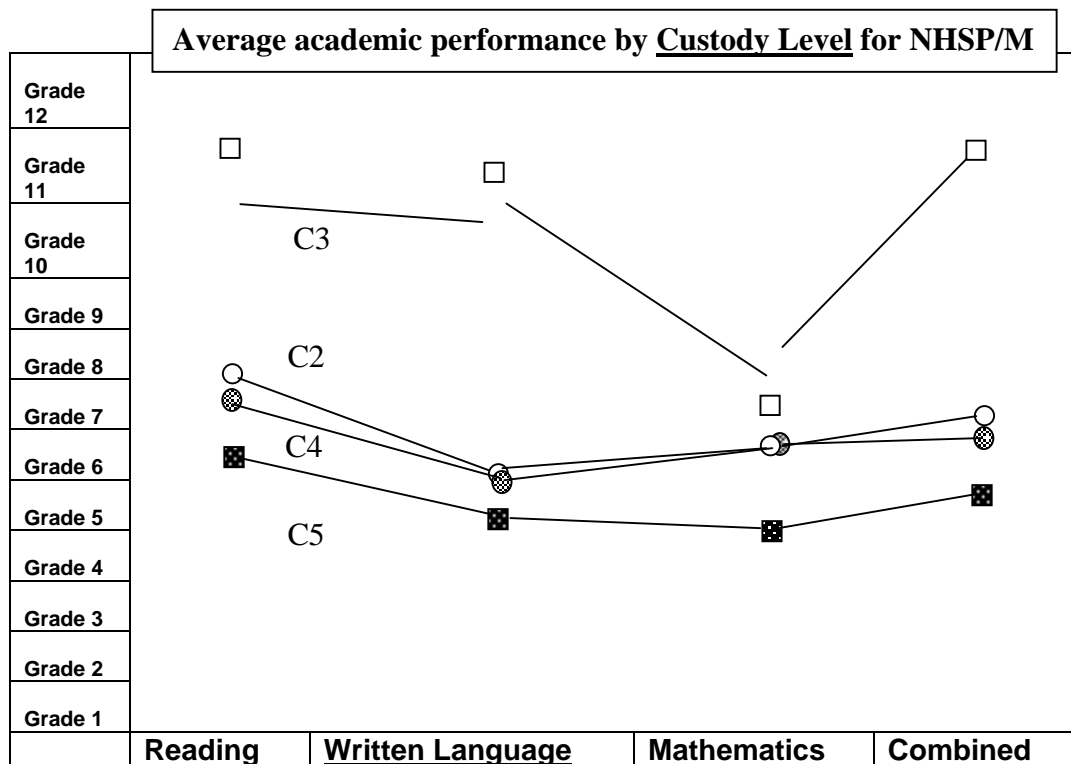
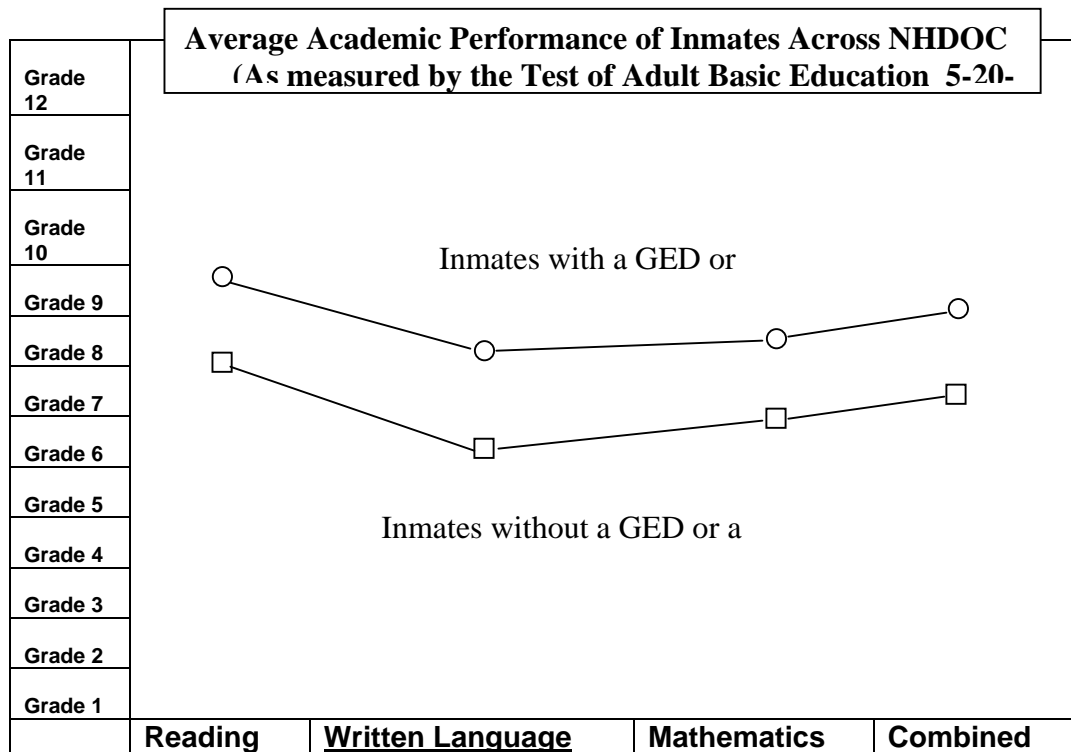
- We project that 120 inmates will earn and complete GED's this year while incarcerated at all NH-DOC facilities. 90 had completed their GED's during the second half of FY-03.
- Number of inmates completing approved High School diplomas while incarcerated in New Hampshire.

2002 High School Graduates (full diploma): 9
2003 High School Graduates (full diploma): 11
Projected 2004: 30-32 will qualify

Reliable data show that each year, an average of 83-85% of all newly arriving state prison inmates are found to have been high school dropouts who never earned their diploma prior to incarceration. Since 2002, when a new academic enrollment system was started at the men's prison in Concord, we have seen our graduation rate grow very quickly. Under the new system an academic staff advisor is assigned to *work individually 4 times per year with every inmate who wishes to take high school classes*. Although it is staff intensive, significant efficiencies have been gained in helping inmates meet state requirements for full high school graduation in this way. They are returning to high school and they are succeeding. They are also beginning to report higher academic goals for themselves.

In addition to basic GED Preparation, examples of credited high school courses taught inside the men's prison include: American Literature, US History, World History, Algebra, Geometry, Writing, Health, Physical Science, Chemistry, Environmental Science, Economics, Personal Finance, Humanities, Shakespeare, International Affairs, Business Communication, Word & Excel, Conflict Resolution, Interpersonal Boundaries, and several other courses necessary for high school graduation and success in both the world of work and as a responsible citizen.

- 376 (15%) NH-DOC inmates test at Reading levels below 6th grade.
- 710 (29%) NH-DOC inmates test at Written Language Use levels below 6th grade.
- 535 (21%) NH-DOC inmates test at Math levels below 6th grade.



SPECIAL EDUCATION:

- Youth <21 years of age incarcerated as adults @ NHDOC facilities since 1996
- Number found to be eligible for special education services

Time Period:	Total Number of New <21 Arriving During Year:	Total Number of All <21 in Prison Some-time During Year:	% of Total New <21 Arriving For whom Eligibility Was De-termined:	% of Total New <21 Arriving For whom Eligibility Status Remains Un-known:	Total Number of <21 Known Eligible For Special Ed:	Total Number of <21 Known Not Eligible:	Total Number of <21 for whom Eligibility Status Un-known
					<i>New / All</i>	<i>New / All</i>	<i>New / All</i>
July 1, 1996 – June 30, 1997:	99	195	39%	61%	12/27	27/44	60/124
July 1, 1997 – June 30, 1998:	114	240	57%	43%	29/58	36/80	49/102
July 1, 1998 – June 30, 1999:	144	309	54%	46%	33/88	45/117	66/104
July 1, 1999 – June 30, 2000:	124	321	51%	49%	27/105	36/126	61/90
July 1, 2000 – June 30, 2001:	120	290	58%	42%	29/92	40/107	51/91
July 1, 2001 – June 30, 2002:	139	235	63%	37%	41/77	46/88	52/70
July 1, 2002 – June 30, 2003:	124	237	69%	31%	38/79	48/96	38/62
Average Since 7/1/1999 (Date GSHS was established)	127	271	60%	40%	45% of total known	55% of total known	

- Youthful offenders (<21) currently incarcerated @ NHDOC (all facilities)

Currently Incarcerated Offenders Under 21 yrs. of age:	Total Number Under 21:	% of Total Eligibility Was De-termined:	% of Total Eligibility Status Remains Un-known:	Total Number Known Eligible for Special Ed:	Total Number Known Not Eligible:	Total Number Un-known Special Ed Status
	115	67%	33%	35	42	38
				45% of total known	55% of total known	
Primary Disability Types: (Of 35 Currently Known Eligible)	Serious Emotional Disability	Specific Learning Disability	Speech & Language Disability	Mental Retardation	Other Health Impaired	Multiple Disabilities
	15	11	1	2	6	0

English for Speakers of Other Languages:

- Inmates with Primary Languages Other Than English

Time Period:	Total Number Arriving	% of Total Arrivals
July 1, 2002 – June 30, 2003:	88	7%
<p>Inmate Primary Languages Claimed this Year:</p> <p>Albanian Cambodian Czech Chinese English French Greek Hebrew Hindi Italian Jamaican Khmer Laotian Portuguese Spanish Vietnamese</p>		

Library Usage: NHSP/M – Concord:

	July 2002	Aug	Sept	Oct	Nov	Dec	Jan 2003	Feb	Mar	Apr	May	June
Law Library Attend	506	495	427	600	416	416	616	375	462	466	574	355
Recreation Lib Attend	287	310	308	354	337	327	356	244	309	323	402	273
Total Attendance	793	805	735	954	753	743	972	619	771	789	976	638
Books Circulated	978	898	947	934	1036	639	983	104	1188	127	1277	1142
Days Open for Month	22	22	18	22	19	16	25	17	20	20	21	18

INMATE SERVICES

Donald Andrews, Administrator

LAUNDRY

- Employs 2 full time staff, 10-15 inmates working shifts of 4-5 hours each
- Detergent usage: approximately 16,000 lbs per year/300 lbs a week
- 90% of the repairs are done by inmate workers with heavy equipment knowledge
- Equipment has gone beyond its life expectancy. It will be necessary to replace the washers and dryers in the next 3-5 years resulting in more energy savings.

KITCHEN

- Employs 21 civilian chefs and 120 plus inmates
- Prepares 2,500 meals three times a day, seven days a week at 7 different locations
- For 17 years have operated under budget
- Provide catered meals for inmate and staff functions throughout the year
- Utilize USDA Surplus foods when possible resulting in substantial savings
- Conduct inspections monthly of all food service areas
- ACA accredited

WAREHOUSE

- Approximately 2,200 inmate work hours are logged monthly
- An estimated 7,700 pieces, packages, clothing and supplies are shipped and/or received monthly
- An average 350 truckloads are received/dispatched monthly with some 6,500 orders processed
- Approximately 40,000 cases/pieces are received in the warehouse in an average month
- Reconfiguration of lighting system reducing the savings substantially and reducing the use of fluorescent fixtures from 35 to 10
- Restructured daily loading of supplies resulting in savings in heating costs
- Reduced air freshener use to the institution – large savings
- Implemented using rolled trash bags instead of cases, reduction of 11,550 bags for substantial savings
- Changed the throw away mop heads from 2 week turn around to 2 months for a great savings
- Evaluate vendors, price comparisons, resulting in a savings of white clothing costs
- Restructured the freezer operation reducing the energy expenditures
- Maintain small repairs to doors, trucks, forklifts etc on used equipment

MAINTENANCE

- 15 staff members make up the maintenance staff. Three of those positions are frozen and require a waiver to be filled. The maintenance staff has the technical knowledge in many areas such as boiler technician, HVAC technician, electronics, master plumber and electrician

cian, welding etc. By using own forces and inmate labor, we can offer a substantial savings to the DOC and the state.

- An estimated 400-500 repair slips submitted each month
- 20 inmate workers, 5 days a week, over 40,000 hours per year, resulting in substantial savings in civilian employees
- Inmates receive training in building trades, plumbing, painting, carpentry, boiler, electrical maintenance, welding and clerical
- Some of the projects completed in FY 03:
 - Replace a steam line in the North Yard (7 weeks)
 - Remodel bathroom at Calumet House (8 weeks)
 - Convert shower at SHU to handicap facility (6 weeks)
 - Upgrade the electrical system for Concord Field Services new offices (7 weeks)
 - Upgrade the electronic security in MCN control room (3 months)
 - Install a hot water storage tank in the kitchen (1 week)
 - Replace heating coils in MCS and MCN (3 weeks)
- Projects started in FY03 not yet completed:
 - Upgrade electronics on perimeter fence including design, program, integrate and install the camera system to enhance security on the perimeter system
 - Remodel the MSU bathroom and shower room (4 months)

UTILITIES: The annual costs for utilities at the New Hampshire State Prison are as follows.

UTILITY	FY-2002	FY-2003
Electricity	\$608,809.13	\$622,804.46
Water and Sewer	\$229,653.87	\$252,906.28
Natural Gas	\$43,786.42	\$54,093.56
Fuel Oil	\$306,887.12	\$399,441.79

CLASSIFICATION

Kimberly A. LaCasse, Classification Supervisor

The Bureau of Classification objectively evaluates inmates based on both public and institutional risk factors, while placing the offender in the lowest security status in conjunction with his security requirements, program needs, medical, mental health, and educational needs, while balancing inmate bed availability.

Classification boards are conducted in the housing units annually or as needed to address the changes that may occur in security requirements of an offender or in the event of a sentence modification. As inmates get closer to their minimum parole date, complete programs and treatment as deemed appropriate by the courts of DOC, and have been discipline free, they may be considered for reduced custody. This allows the offender to work their way out and transition into the community.

The Bureau of Classification is responsible for reviewing all inmates that are being considered for reduced custody to ensure that they have been held accountable and completed all programs and treatment that has been required of them, prior to moving to reduced custody.

8 percent of the incarcerated population at NHSP/M is in maximum security and close custody. 76 percent are in medium custody or general population. 10 percent are considered minimum security.

HOUSING UNITS

Reception & Diagnostic (R&D): Capacity: 120

The offender is placed in quarantine during the first 30-60 days of incarceration. During this time, the offender goes through an extensive intake process and interview. The offender is photographed, fingerprinted, and evaluated for program needs and housing as part of the intake process. A thorough medical and mental health screening is conducted on each individual as well as numerous other assessments. Phone and visiting privileges are set up and any special needs are addressed. The R&D unit is also used for temporary housing of offenders while they are in the "Pending Administrative Review" status. During this time, offenders are reviewed for disciplinary concerns and/or security issues.

Dorms: Capacity: 60

C and D dorm continues to house the newer inmates. This has become an extension of R&D in order to help with the overflow of inmates after they have been classified.

Special Housing Unit (SHU): Capacity: 100

Inmates who are classified as C-5, or maximum-security inmates, are housed in the Special Housing Unit. Those housed here are locked down 23 hours per day, with single movement. Privileges are limited. This unit may also be used for temporary housing of inmates while they are in a "Pending Administrative Review" status. Inmates are reviewed regularly during the disciplinary process or if there are other security issues, which may warrant their placement in a more restrictive housing unit. Disciplinary segregation is served in the SHU.

Close Custody Unit (CCU): Capacity: 120

Inmates housed in the Close Custody Unit are classified as C-4m or medium-maximum-security inmates. Offenders housed in this unit also have restricted privileges. However they will still participate in educational or other required rehabilitation programs. SHU inmates who have shown themselves to be disciplinary-free will be reclassified and moved to CCU, with a reduction in their security level. This unit also

houses medium-security inmates who are being reclassified due to disciplinary infractions and/or security issues.

Hancock Unit (H-Building): Capacity: 480

The Hancock Unit houses offenders classified as C-3 or medium-security inmates. This housing unit is similar to a dormitory. It is divided into two levels and separated into 6 individual units, referred to as pods. It is also the unit where offenders, who are first classified as medium-security inmates, will often be housed, if it is determined that they will remain here at this facility. Like other medium-security inmates, H-Building residents have more privileges than those housed in CCU or SHU. They are restricted to their living area from 9:30 PM until their day starts the following morning. During the day, they can attend classes, participate in programs, hold jobs on prison grounds, or participate in recreational activities. In November 2002, the sex offender program was relocated to one of the pods in this unit.

Medium Custody North and South: Capacity: 240/each

Medium Custody North and South house offenders classified as C-3 or medium-security inmates. These units are where a large number of the C-3 offenders live. The buildings are three stories high with 12 living pods and 10 two-man cells per pod. Like H-Building, inmates have more privileges than those in CCU and SHU. They are locked down at night. During the day, they can attend classes or programming, hold jobs on prison grounds, or participate in recreational activities.

Minimum Security Unit (MSU): Capacity: 142

The Minimum Security Unit is located outside of the prison walls on the prison grounds. Inmates here are classified as C-2 inmates. An additional 10 beds were added to this housing unit during FY-03 to increase capacity from 132 to 142. Many of the inmates living here are nearing their scheduled parole date or at the end of their sentence. These inmates have fewer restrictions than those housed behind the walls, as they are preparing to transition back out into the community. However, they are still locked down at night and often are finishing programs that they are required to finish before they leave. The offenders in this unit are the ones that will be used in work programs located off prison grounds, such as at other state agencies, the prison farm, or the retail store. Some also volunteer their services for non-profit or other local organizations.

Secure Psychiatric Unit (SPU): Capacity: 60

The Secure Psychiatric Unit was established in 1985 pursuant to RSA 622:41. It is a separate unit, which is located within the NH State Prison for Men. It houses and treats a mixed population of severely mentally ill persons. SPU residents include mentally ill prison inmates, mentally ill jail inmates, and criminal and civil committees. Mentally ill prison inmates continue to make up a minority of the total SPU population. Patients who require a high level of security are closely evaluated and treated. SPU staff are skilled in treating and securing the safety of highly dangerous mentally ill persons. Group therapy are programming is tailored to the individual needs of the patients. SPU staff meets regularly with outpatient mental health providers to ensure continuity of care during transitions from SPU to the general population. SPU staff are also involved in monitoring and tracking insanity acquittees once they are released from the SPU.

GOALS:

We expect to implement a new objective classification system throughout the Department of Corrections.

NH STATE PRISON for WOMEN

Richard M. Gerry, Warden

MAJOR ACCOMPLISHMENTS:

- There were no major federal grants received by the NH State Prison for Women. We are still in the process of working on a VOI/TAS grant for a substance abuse treatment program that will replace the Summit House Program, as we know it.
- We are still in the process of revamping our classification system. We are in the finalization phase of this project now.

SIGNIFICANT CHANGES:

- No programs were cancelled in FY-03. Some have wound up for the year and are beginning again in FY-04. Below you will find statistics from our Education Department as to the educational intakes done in this specific time period, along with vocational education, and an update of the programs running here at NHSP/W.
- We lost our Industries Supervisor position so our Industries program, as we know it has slowed down considerably, with most of the work we were doing being sent elsewhere.
- Our social worker position is presently empty. Daurice Ducharme retired June 26, 2003 and the position has been posted. Without a social worker we also have no student interns. We hope to have them back again after we have hired a fulltime social worker.
- We are presently down one nurse on Second Shift

MAJOR INCIDENTS:

- On April 3, 2003 an inmate committed suicide

MAJOR/MINOR CONSTRUCTION/RENOVATION:

- From July through September 2002 we renovated the education classroom and made it into two classrooms

GOALS FOR FY-04:

- Examination of fire evacuation plan
- Transition of providing drug and alcohol services
- Involvement in the development of long range plans for a state strategy for female incarceration.
- Work within existing budget to fill essential positions, use mental health professionals to augment staff, maintain security, review scheduling and training, and seek creative solutions for budgetary matters.

TREATMENT STRATEGIES AT THE NH STATE PRISON FOR WOMEN

LIFE SKILLS: A six-week program that teaches inmates survival skills, budgeting, resume preparation, job search, decision making, and enhance their adjustment to the community.

SUBSTANCE ABUSE: Meets two times per week to study the consequences of addiction and the recovery process.

RELAPSE PREVENTION: Weekly group meetings to provide awareness of relapse, addiction, and nutrition. The substance abuse group is also included in this program

DOMESTIC VIOLENCE: Meets for six weeks and focuses on recovery from trauma. Helps women recognize domestic violence (physical, verbal, or emotional). If necessary, group sessions will follow this.

SELF-ESTEEM GROUP: This is an eight-week program that meets weekly to identify the concept of self-esteem.

ALTERNATIVES TO VIOLENCE: Volunteers run this three-day seminar conducted four times per year. It focuses on primary conflict resolution skills and step-by-step experiences and exercises focusing on affirmation, communication, cooperation, and creative conflict resolution.

AA/NA PROGRAM: This group deals with helping people come to terms with addictions to alcohol and/or drugs. They meet three times per week. Each meeting explores a phase of recovery and helps people cope with changing lifestyles, attitudes, and actions.

DIALECTICAL BEHAVIOR THERAPY: Teaches people to use cognitive skills to handle feelings and emotions. Think before you act.

JURISDICTION/STATUS	TOTAL NUMBER OF INMATES
State Sentenced at NHSP/W	79
Inmates from other states	7
Merrimack County pre-trial	10
Merrimack County sentenced	3
Rockingham County pre-trial	1
Rockingham County sentenced	5
Federal detainees	1
Bureau of Immigration & Customs Enforcement	3
TOTAL	109

THE AVERAGE MONTHLY INMATE COUNT AT NHSP/W FROM JULY 02-JUNE 03 WAS 108

NHSP/W VOCATIONAL EDUCATION

Jeanne North, Education Supervisor

During the period of July 1, 2002 to June 30, 2003, 61 students signed up for 140 courses. 28 certificates of completion were issued to 19 students, and as of June 30, 2003, 17 courses were in process.

The chart below is a monthly summary of offender intakes by the Education Department at NHSP/W. This includes the initial interviews, locator tests, TABE (Tests for Adult Basic Education) Tests and post-testing interviews.

MONTH	INTERVIEW	LOCATOR	TABE	POST-TABE
July 2002	22	7	8	10
Aug 2002	26	15	8	10
Sept 2002	13	8	5	3
Oct 2002	7	5	8	7
Nov 2002	11	5	7	9
Dec 2002	12	6	7	7
Jan 2003	14	10	5	6
Feb 2003	22	12	7	11
Mar 2003	15	7	9	6
Apr 2003	13	3	3	9
May 2003	16	11	12	5
June 2003	24	8	7	10
TOTALS	195	97	86	93

Major Accomplishments

The LRF now offers inmates the opportunity for self-improvement through an approach that provides for better continuity of care; standardized assessment procedures and accurate placement in various services based on a motivated offender's needs. To accomplish this the 1st Step Program was discontinued and replaced with a "Levels of Treatment" modality. This change in programming will ensure the effective and efficient delivery of Substance Abuse Services to a greater number of inmates at any given time.

The substance abuse services that are available at the LRF are funded through the Residential Substance Abuse Treatment (RSAT) and Violent Offender Incarceration Truth in Sentencing (VOI/TIS) Grants.

The Family Connections Center (FCC) received grant funding that will allow this program to continue for another year. The FCC is a partnership between the NH Dept. of Corrections, University of New Hampshire's Dept. of Family Studies and the University of New Hampshire Cooperative Extension. The FCC is designed to help the families and children of incarcerated parents create and/or maintain healthy relationships between the incarcerated parent and their children through education and support.

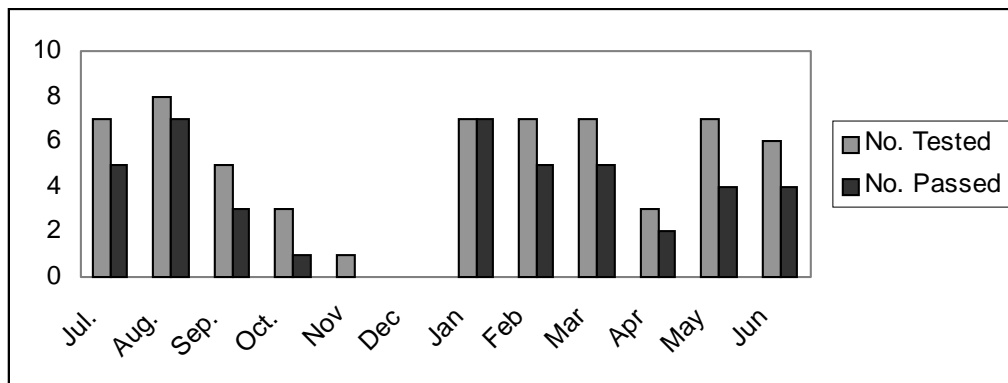
Approximately 300 individuals volunteered their services at the LRF this year. Volunteers helped to facilitate such programs as Victim Awareness, Alternative to Violence, Family Connection Center Support Groups, as well as assisting with tutoring, recreational activities and religious events.

Employment Services Counselors assessed and reviewed the needs of 225 inmates and followed up with assistance in obtaining 204 duplicate social security cards. 49 inmates were TABE tested.

In addition:

- 15 inmates were transported to Job interviews
- 8 inmates were transported for program interview outings
- 5 vocational evaluations were completed
- 300 Parole Plans were monitored, of which 1/3 were approved resulting in the inmates being released on parole.

The Learning Lab assisted as many as 142 inmates prepare for taking their GED exam. 61 inmates completed their preparation work and took the GED exam. 70% of the inmates successfully completed the exam.



LRF inmates provided 34,032 hours of community service to other state and county agencies as well as local non-profit organizations.

State Agencies

NH Technical Inst.
NH Veterans Home
Ahern State Park

County Facilities

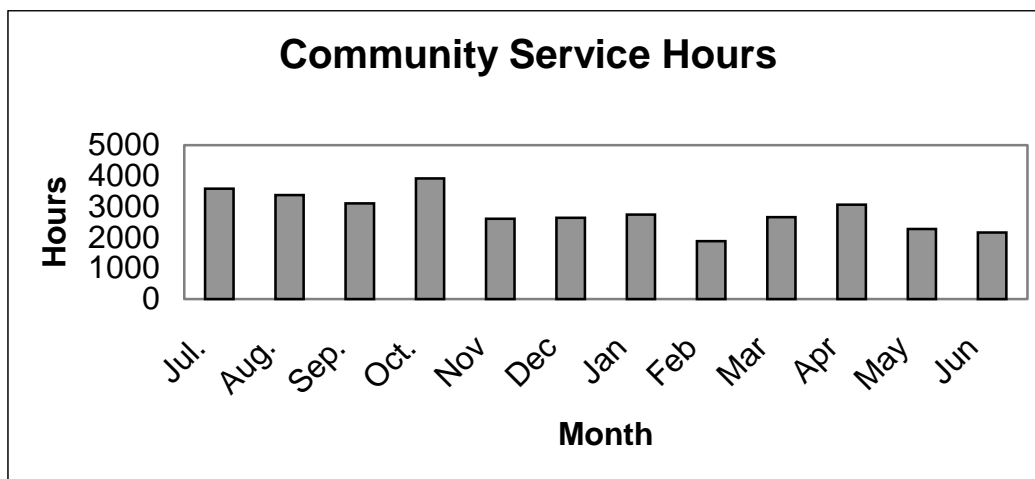
Gunstock
Glenciff

Local Community

Parks and Rec
Public Works

Non-profits

United Way
Humane Society
NH Historical Soc.
NH Community Col.



Significant changes:

- The Transformation Program which offered college level courses to approximately 80 inmates per semester came to and end in June 2003 due to budgetary constraints, as did the Vocational Training / Building Trades program.

Major Incidents:

There was 1 inmate “Walk-away” from the LRF during the June 02 to June 03 time period and no serious assaults.

Major/Minor construction/renovations

There were no renovation or construction projects at the LRF for FY 03.

Goals for FY 04

1. Completion of a staffing analysis in accordance with training provided by the National Institute of Corrections in order to determine the most efficient deployment of LRF staff.
2. Develop and implement a master activity schedule for offender programs, services and work details that provides for the maximum time for offenders to be out of living units and involved in productive activities.
3. Renovations of the LRF water supply system.
4. Repair of the main entrance road into the Lakes Region Facility complex.
5. Replacement of the boiler room roof.
6. Replacement of the steam-line that provides heat to the Blood Building.

NORTHERN NH CORRECTIONAL FACILITY

Bruce W. Cattell, Warden

The mission is to provide a safe and secure environment that will challenge individuals to develop their potential through personal growth. Promote meaningful learning opportunities that nurture responsible decision-making, recognize and support development of emotional maturity and advance personal responsibility. Honor individual strengths, respect and embrace the commitment to disciplined teamwork as essential to sage and efficient prison management.

The design-built facility operated as a Direct Supervision facility where officers are assigned to the same inmate living area day after day to work towards a mutual benefit of harmony and provide leadership examples for the inmate population.

All of the institution's nine units were fully operational during the year. There are 500 C-3 (medium-security) inmates beds divided among eight cell blocks and one cell block that houses 25 C-2 (minimum-security) inmates.

NCF is located 120 miles north of Concord. The construction of NCF in the New Hampshire North Country has developed stable employment options for qualified New Hampshire residents and has contributed substantially to the infrastructure of the North Country economy. There are 217 staff positions at the Northern New Hampshire Correctional Facility. While the facility has maintained a low employee turn over rate of 5.5% there were 12 new employees hired during the year.

PROGRAMS

NCF has a Therapeutic Community to deal with convicted sex offenders. This model helps to enhance the program and afford inmates an increased opportunity to confront their negative behavior patterns. The Sex Offender Programs serves seventy (70) inmates in their rehabilitation effort at any one time.

The facility also serves the inmate population by running Substance Abuse Services. This program has three (3) levels of treatment.

- Level one (1) - Educational video series.
- Level two (2) - Three - 8 week sessions for substance abusers.
- Level three (3) - This program is for an individual who is addict. This program is designed for inmates in a reduced custody status.

OTHER PROGRAMS

- Victim Impact
- Domestic Violence
- Anger Management Counseling
- Parenting Skills
- Pre-release classes

EDUCATIONAL SERVICES

- GED preparation and testing
- Skill building for successful GED graduates
- Sixty (60) students are actively involved each term

LIBRARY SERVICES

- Scheduled Recreational Library and Law Library
- The NCF Recreational Library features over 3,500 books, periodicals and educational resources
- The Law Library features computer based access to Lois Law legal resources

VOCATIONAL TRAINING PROGRAMS

- These are all Certificate Programs.
- CAD/CAM
- 3D Visualization
- Culinary Arts - Introduction and Advanced

RECREATION

- Seasonal sports Inter-murals
- Weight room
- Musical instruments
- Games, puzzles, cards, etc
- Hobby craft extension opened January 2003

CANTEEN

- The inmate Canteen operates on a bi-weekly basis with an average draw of \$40,000.

CHAPEL

- NCF has a part time chaplain who serves the spiritual needs of Christian and Non-Christian inmates at NCF. The Chaplain is assisted in this mission by a dedicated group of Volunteers. There are thirty weekly offerings on the chapel schedule.

VOLUNTEER SERVICES

- There are over 100 volunteers who serve NCF on a monthly basis; the dedicated volunteers travel from all over the state to offer their services to the inmates at NCF. The Volunteer Coordinator works extensively with all religious volunteers, AA, NA, Kairos, and the community at large to increase offerings to the inmates and their families.

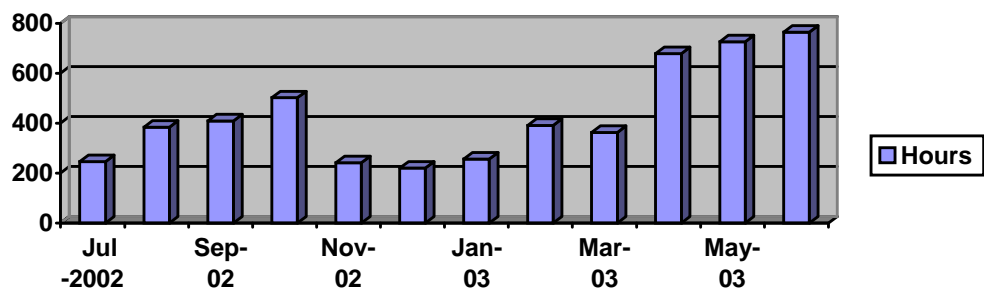
COMMUNITY ACTIVITY

- NCF strives as an organization to be a contributing asset to the community. Regular meetings are held with a group of citizens who all sit on the Citizen Advisory Committee. This group comes from a broad spectrum of the community. They are educated on the operation of the prison and provide valuable feedback and suggestions from a community perspective. Numerous tours are given to educational and government groups. The facility participates in a community open house each year allowing any one over 18 years of age to tour.

COMMUNITY WORK PROJECTS

NCF's mission to give assistance to the community continues with a total of 5,180 hours of community service by minimum-security inmates during this past fiscal year. Inmates provided assistance to local, state, and non-profit organizations. We have worked on projects at the Holiday

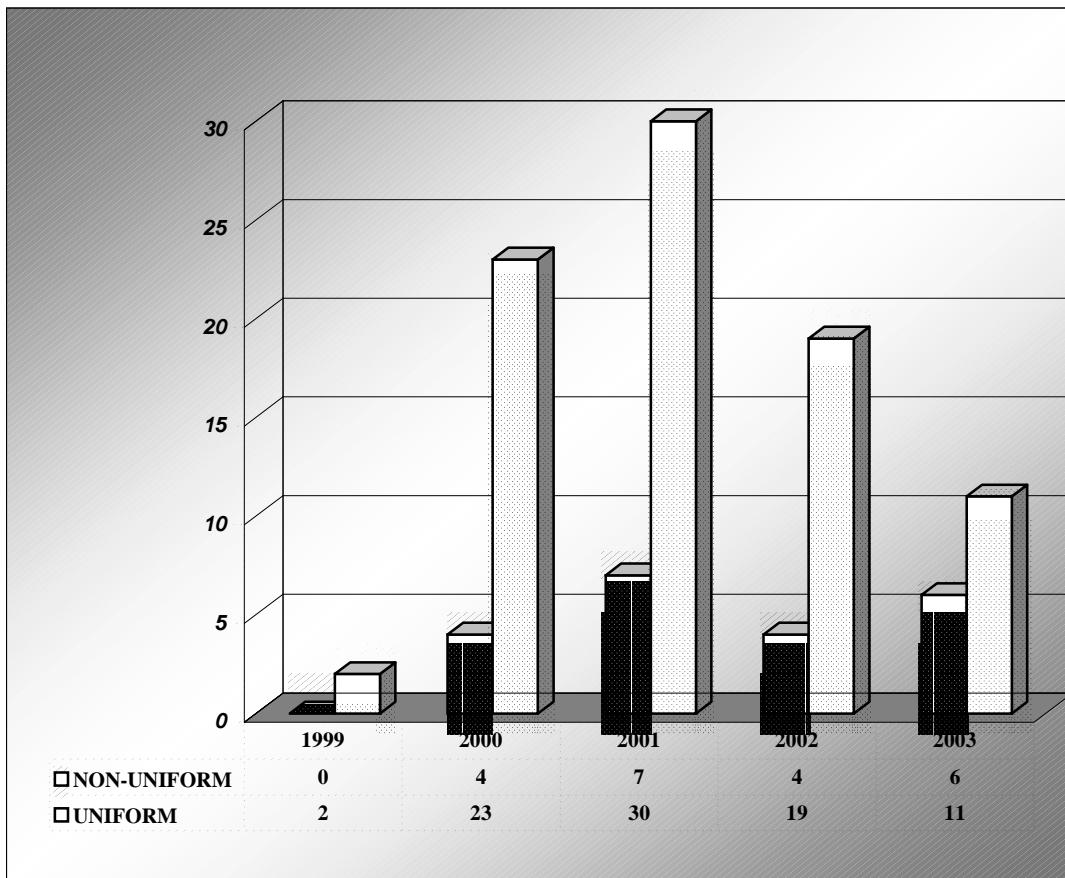
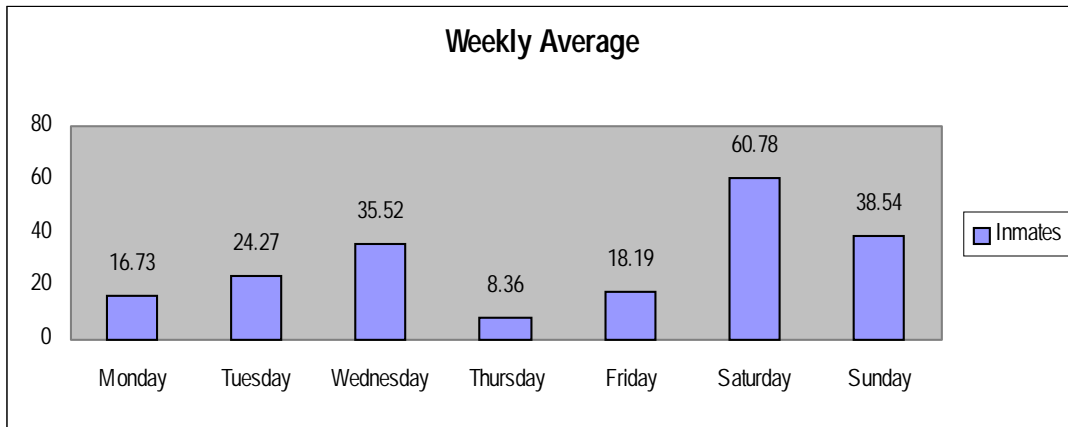
Center, St. Vincent de Paul, NH Technical College, Notre Dame Arena, the Good Shepard Parish and also trash pickup on Milan Road.



ACCOMPLISHMENTS

- There were no escapes.
- There were no major injuries to staff or inmates
- This institution was the first to replace the Summit House by implementing the new Substance Abuse Services
- This institution increased community work by inmates in the community by 2,208 hours.
- The inpatient portion of the medical unit was opened

USAGE OF CHAPEL BY INMATES



STAFF TURNOVER

DIVISION OF FIELD SERVICES
Larry D. Blaisdel I, Director
Michael McAlister, Assistant Director
Joanne Fortier, Assistant Director

The past year was saw staff very busy with various system improvement projects in addition to supervision, investigations and collections.

The Department of Corrections has been awarded 1.8 million dollars to establish a pilot project for prisoner re-entry into the community. The project will focus on offenders who came from and are returning to Manchester and will provide a myriad of appropriate services including assistance with housing, education, treatment and some advocacy to help break the cycle of recidivism. Offenders will be assigned an advocate who will work with them to ensure compliance in addition to the supervision provided by the Probation/Parole Officers.

We have received Technical Assistance from the National institute of Corrections in order to provide training and transition assistance for staff with an updated Risk/Needs assessment tool called the LSI-R (Level of Services Inventory-Revised). This tool will assist officers in setting up a supervision plan, tailor made to the individual offenders Risk and needs and will replace our current assessment. It is a nationally recognized tool, which will be validated for New Hampshire and will improve efficiency by assisting staff in identifying priorities and better focusing resources. Training will commence in September for the first 30 staff members.

The offender management data base remains an issue however the long standing problem with making monthly payments to victims for restitution has been resolved with other internal components being corrected as we go. Information Technology Division staff and Field Services continue to correct and enter data that has been accumulating since December of 1999 with an eye toward a new, fully integrated system in the future.

A review has been conducted of the Administrative Home Confinement process to look at widening the net for appropriate offenders in an effort to increase the number of inmates eligible for the program. This provides electronic monitoring of certain state prison inmates, in the community by Probation/Parole Officers. The program allows them to work and participate in treatment while living at home and is paid for by the inmate. The review has resulted in some policy changes and has recently been put into practice. This change nearly doubled the AHC numbers in a period of 60 days.

A grant award was received from the Department of Justice in the amount of \$297,901.00 for the purchase of digital portable radios for Field Services and Community Corrections to replace the out dated analog radios we currently have. State law enforcement is in the process of changing statewide communications over to this system and this award will facilitate communications between our division and all agencies. With luck, we should be able to start equipping officers and vehicles in the fall of this year.

We have partnered with Carroll County, who received a grant award for a district court diversion program. This grant has supplied funding for 1 Probation/Parole Officer, some equipment and services in a pilot project to replicate an Academy-type program for the District Court.

Legislation was passed for us to join a new Interstate Compact for Probationers and parolees that will take effect January 1, 2004. There are only 4 states remaining that have not joined the new compact. In FY 2003 New Hampshire sent out 592 Probationers and Parolees to other states and accepted 549 in.

The Division is currently being audited by the LBA with a report to be presented to the legislature later this year. The LBA are traveling to the District Offices to review cases, interview staff and look at operations overall.

FIELD SERVICES CASELOADS AS OF JUNE 30, 2003

DISTRICT	AHC	PAROLEES	PROBATIONERS	COLLECTION ONLY	BAIL	ADMINISTRATIVE
BERLIN	1	17	166	22	2	12
EXETER	0	101	456	500	60	22
CENTRAL	0	(OOS) 286	0	0	0	0
CLAREMONT	1	39	311	129	37	44
CONCORD	3	213	355	393	14	46
DOVER	2	69	495	244	11	74
KEENE	2	51	268	228	21	51
LACONIA	1	62	199	148	27	10
MANCHESTER	1	360	632	456	102	26
NASHUA	2	96	339	389	44	70
NORTH HAVERHILL	0	49	350	130	24	91
OSSIPEE	2	24	156	92	32	59
GRAND TOTAL	15	1,081	3,727	2,731	374	505

OOS denotes Out of State/Interstate compact supervision

COMMUNITY CORRECTIONS PROGRAMS - JULY 1, 2002 - JUNE 30, 2003

	Calumet	North End	Shea Farm
Residents assigned to the program	215	168	137
Residents paroled from the program	141	90	104
Residents released on max date	19	11	2
Residents released to AHC	3	1	1
Residents returned to custody for violations	52	60	24
Walk-aways	2	1	0
Parolees assigned to the program	3	2	5
Residents in-house on June 30, 2003	62	40	39
Money paid to the state for room & board	\$165,895	\$91,146	\$86,623
Money residents saved for release	\$133,259	\$116,126	\$139,386
Money collected for restitution payments	\$9,512	\$9,894	\$14,864
Money collected for cost containment (court appointed attorney) fees	\$30,524	\$29,079	\$31,681

ACADEMY PROGRAM - JULY 1, 2003 - JUNE 30, 2003

COUNTY	# SENTENCED	# COMPLETED
Belknap	7	2
Carroll	5	1
Cheshire	25	11
Coos	6	0
Grafton	28	13
Hillsborough North	37	29
Hillsborough South	24	7
Merrimack	32	9
Rockingham	9	17
Strafford	21	7
Sullivan	63	36
TOTAL	257	132

<p align="center">ADULT PAROLE BOARD Thomas D. Winn, Chairman John F. Eckert, Executive Assistant</p>
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Board Composition. The Adult Parole Board is an independent agency that reports directly to the governor. The board consists of seven members appointed by the Governor and approved by the Executive Council. Members serve five-year terms, and may serve no more than two consecutive terms. By law, three board members must preside over each hearing. The board is part-time, which means that members report for duty only when scheduled for hearings. Board members are always available to authorize arrest warrants for parole violators, and to consult with parole officers regarding problem cases. Board members as of June 30, 2003, were:

MEMBER	TERM EXPIRATION
Thomas D. Winn, Chairman	July 2006
Amy Vorenberg, Vice-Chairperson	July 2007
Leon Cyr	September 2006
Thomas J. Hammond	July 2003
Cecile B. Hartigan	September 2004
Nick Hart	March 2005
George L. Iverson	March 2005

Mission. RSA 651-A states that the board shall release from prison only those prisoners who "...shall remain at liberty and conduct themselves as good citizens." In deciding whether to grant or deny parole, board members consider such factors as institutional behavior, participation in rehabilitation and treatment programs, victim input, proposed employment and residence, past performance on probation or parole, the seriousness of the crime, and other factors. Inmates are automatically scheduled for hearings two months before their minimum parole dates. Inmates denied parole are reheard only when they meet criteria specified by the board at the first hearing. The board holds parole hearings three days each month. The number of hearings conducted annually has risen in conjunction with the prison population. In FY 2003, the number of hearings exceeded 1,000 for the first time in board history.

The board also holds two days of parole revocation hearings each month. These are for parolees who have violated the parole conditions imposed by the board. The most common result is revocation of parole and return to prison for a period specified by the board, up to the time remaining on the sentence. However, some parolees are found guilty and returned to parole, and others found not guilty and immediately released. The board also conducts less formal "review hearings" when requested by parole officers to deal with parole violations that do not warrant immediate incarceration.

Future Concerns. In the coming year the board faces two primary concerns. The first is an assessment of the hearing process, and a search for efficiency measures that will help accommodate the increasing number of hearings. The second addresses the increasing number of parole violators returned to prison. In almost all 50 states, parole (and probation) violators comprise the single largest group of incoming prisoners every year. New Hampshire reflects this trend. The number of parole violators returning to the prison system has increased from 150 in FY 1993 to 359 in FY 2003. Nearly two thirds of these violations are fully or partially attributable to drug and alcohol use. Compounding the problem is decreased funding for drug and alcohol treatment for parole violators, and the lack of sufficient community based treatment resources. The board continues to work with DOC staff and probation/parole officers to develop alternatives to incarceration that provide adequate treatment without compromising public safety.

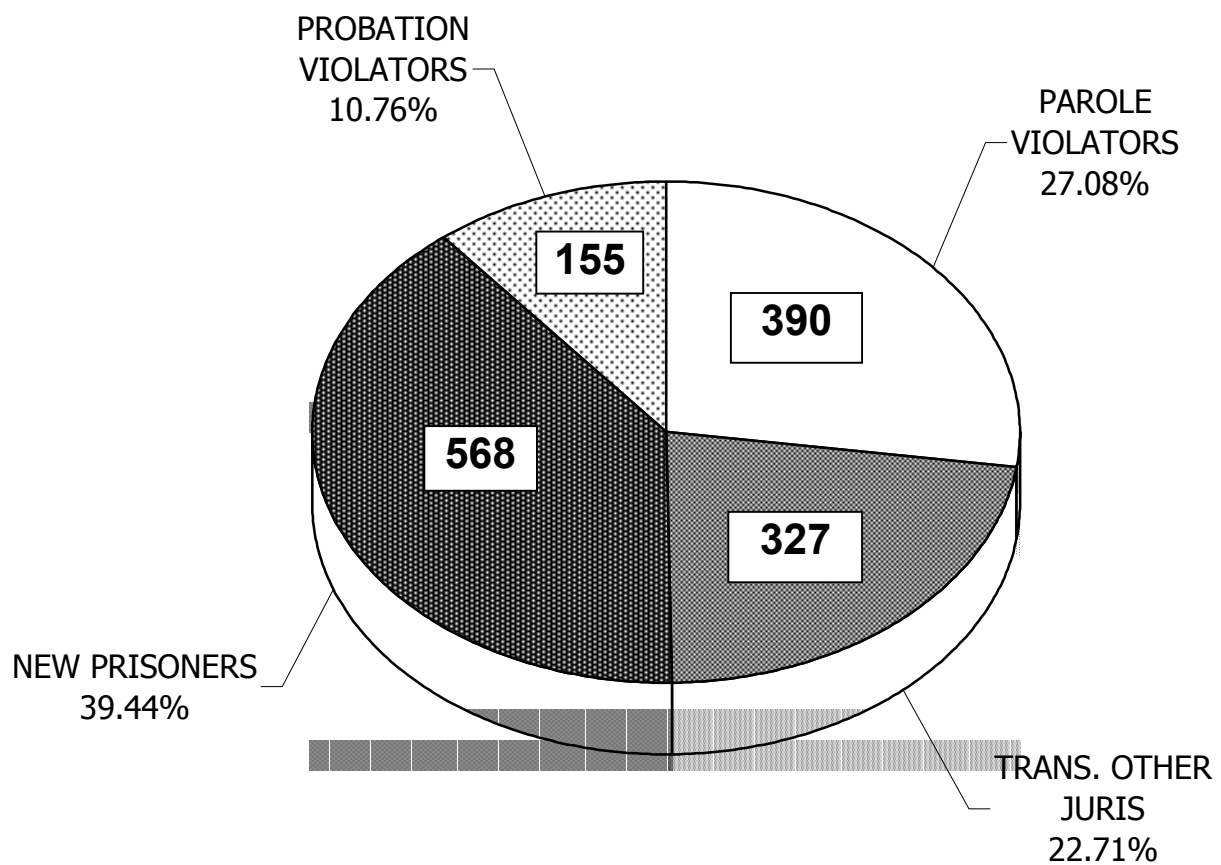
PAROLE HEARINGS – JULY 1, 2002 – JUNE 30, 2003

NUMBER	APPROVED	DENIED
1,036	807	229

PAROLE REVOCATION HEARINGS – JULY 1, 2002 – JUNE 30, 2003

NUMBER	REVOKED	RETURNED TO PAROLE
359	314	45

NH DEPARTMENT OF CORRECTIONS ADMISSIONS FISCAL 2003

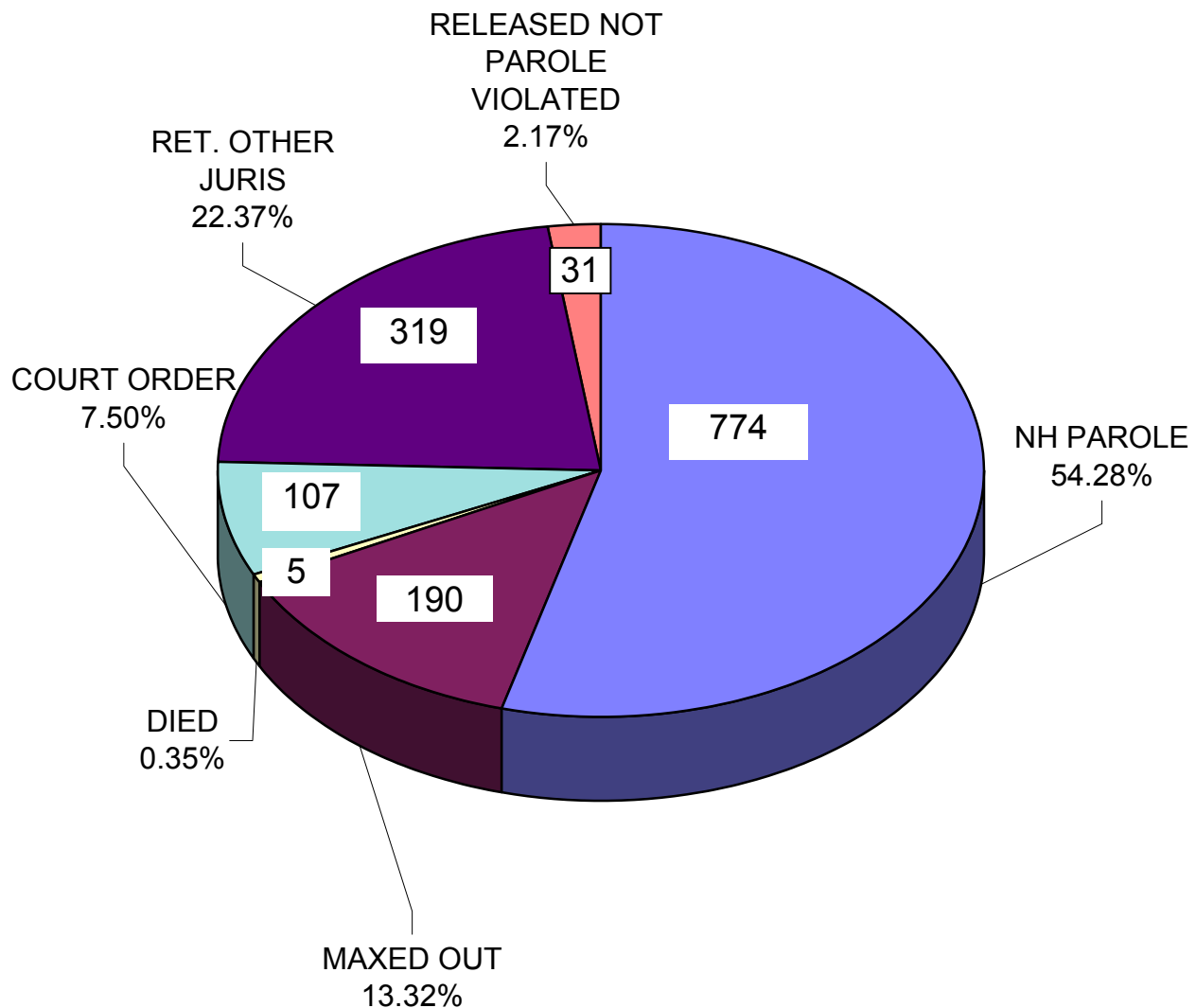


TOTAL ADMISSIONS = 1,440

TOTAL ADMISSIONS

	FY-99	FY-00	FY-01	FY-02	FY-03
New Prisoners	504 - 31.52%	518 - 31.49%	594 - 36.49%	568 – 36.76%	568 – 39.44%
Parole Violators	372 - 23.26%	360 - 21.88%	347 - 21.31%	405- 26.21%	390 – 27.08%
Probation Violators	171 - 10.69%	152 - 9.24%	182 - 11.18%	193- 12.49%	155 – 10.76%
Transfers - Other Jurisdictions	552 - 34.52%	615 - 37.39%	505 - 31.02%	379- 24.53%	327 – 22.71%
TOTALS	1,597 - 100%	1,645 - 100%	1,628 - 100%	1,545- 100%	1,440 – 100%

NH DEPARTMENT OF CORRECTIONS RELEASES FISCAL 2003



TOTAL RELEASES = 1,426

**NH DEPARTMENT OF CORRECTIONS
ANNUAL RELEASES**

	FY-99	FY-00	FY-01	FY-02	FY-03
Court ordered	110 - 7.74%	117 - 7.62%	111 - 7.04%	127 - 9.2%	107 - 7.50%
Died	6 - 0.42%	2 - 0.13%	4 - 0.25%	6 - 0.43%	5 - 0.35%
Maxed Out	185 - 13.02%	186 - 12.12%	192 - 12.18%	194 - 14.05%	190 - 13.32%
NH Parole	610 - 42.93%	704 - 45.86%	717 - 45.49%	632 - 45.76%	774 - 54.28%
Released - not parole violated	48 - 3.38%	25 - 1.63%	27 - 1.71%	52 - 3.77%	31 - 2.17%
Returned to other jurisdictions	462 - 32.51%	501 - 32.64%	525 - 33.31%	370 - 26.79%	319 - 22.37%
TOTALS	1,421 - 100%	1,535 - 100%	1,576 - 100%	1,381 - 100%	1,426 - 100%

RELEASES by COUNTY RECEIVED FROM	
COUNTY	FY03
BELKNAP	62
CARROLL	26
CHESHIRE	85
COOS	23
GRAFTON	63
HILLSBOROUGH	347
MERRIMACK	134
ROCKINGHAM	153
STRAFFORD	132
SULLIVAN	82
TOTAL	1,107

ADMISSIONS/RELEASES by MONTH		
MONTH	ADM FY-03	REL FY- 03
JULY	108	87
AUGUST	87	81
SEPTEMBER	78	87
OCTOBER	87	93
NOVEMBER	72	93
DECEMBER	85	86
JANUARY	111	102
FEBRUARY	81	100
MARCH	98	84
APRIL	112	124
MAY	102	91
JUNE	92	79
TOTAL	1,113	1,107

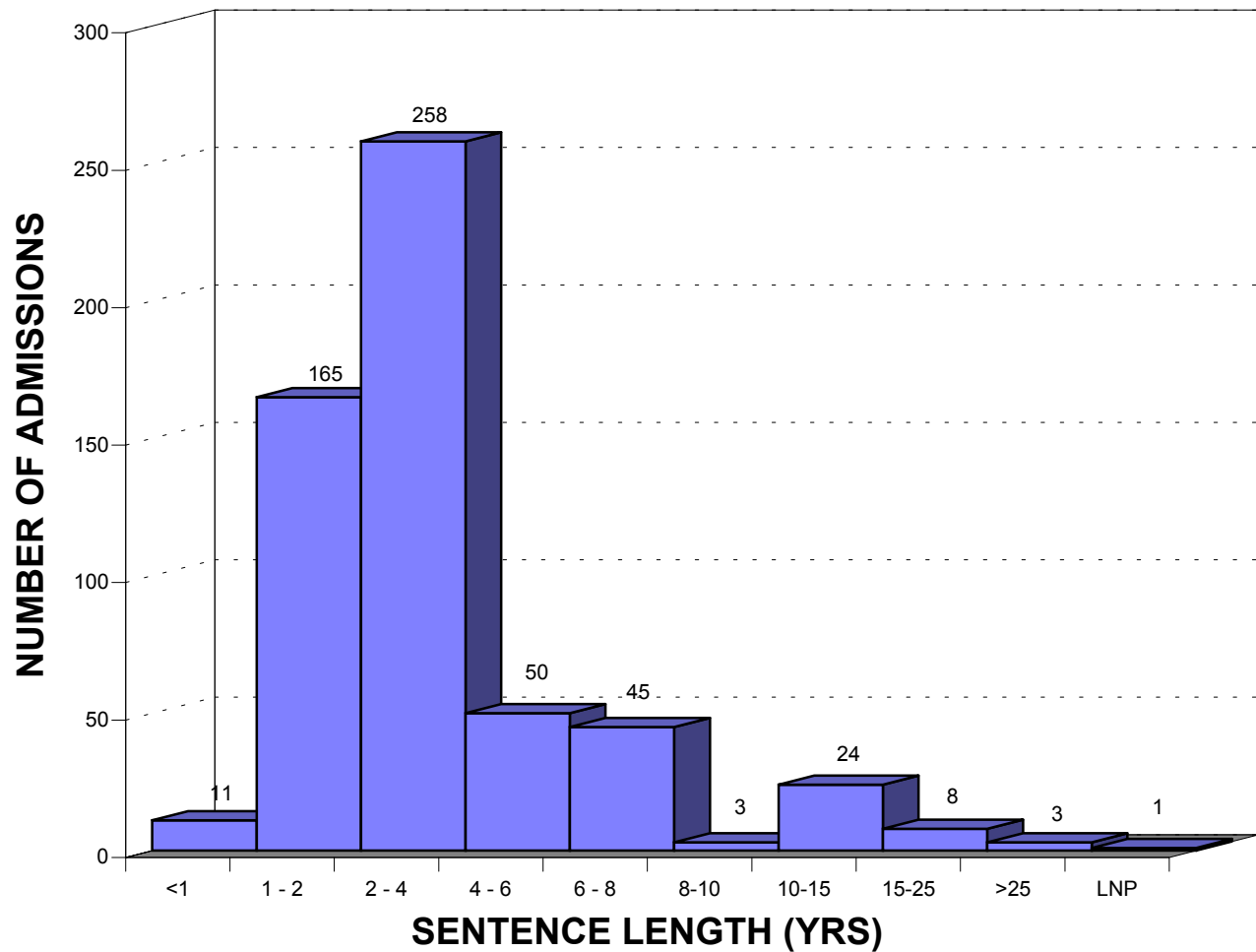
Prisoner Population Since 1812

As of 06/30/2003



NH DEPARTMENT OF CORRECTIONS PRISON SENTENCES RECEIVED

FISCAL YEAR 2003



ANNUAL SENTENCES RECEIVED

Sentence Length	FY-99	FY-00	FY-01	FY-02	FY-03
Less Than 1 Year	5 (1.0%)	9 (1.7%)	11 (1.9%)	8 (1.4%)	11 (1.9%)
1-2 years	151 (30.0%)	149 (28.8%)	195 (32.8%)	181 (31.9%)	165 (29.0%)
2-4 years	255 (50.6%)	263 (50.8%)	267 (44.9%)	268 (47.2%)	258 (45.4%)
4-6 years	37 (7.3%)	47 (9.1%)	52 (8.8%)	51 (9.0%)	50 (8.8%)
6-8 years	28 (5.6%)	23 (4.4%)	28 (4.7%)	21 (3.7%)	45 (7.9%)
8-10 years	4 (0.8%)	4 (0.8%)	6 (1.0%)	5 (0.9%)	3 (0.5%)
10-15 years	16 (3.2%)	11 (2.1%)	25 (4.2%)	21 (3.7%)	24 (4.2%)
15-25 years	3 (0.6%)	7 (1.4%)	4 (0.7%)	6 (1.1%)	8 (1.4%)
More than 25 years	2 (0.4%)	3 (0.6%)	2 (0.3%)	3 (.05%)	3 (0.5%)
Life Without Parole	3 (0.6%)	2 (0.4%)	4 (0.7%)	4 (0.7%)	1 (0.2%)
Total	504	518	594	568	568
Violation of parole	372	360	347	405	390
Violation of Probation	171	152	182	193	155
Grand Total	1,047	1,030	1,123	1,166	1,113

SENTENCE LENGTH

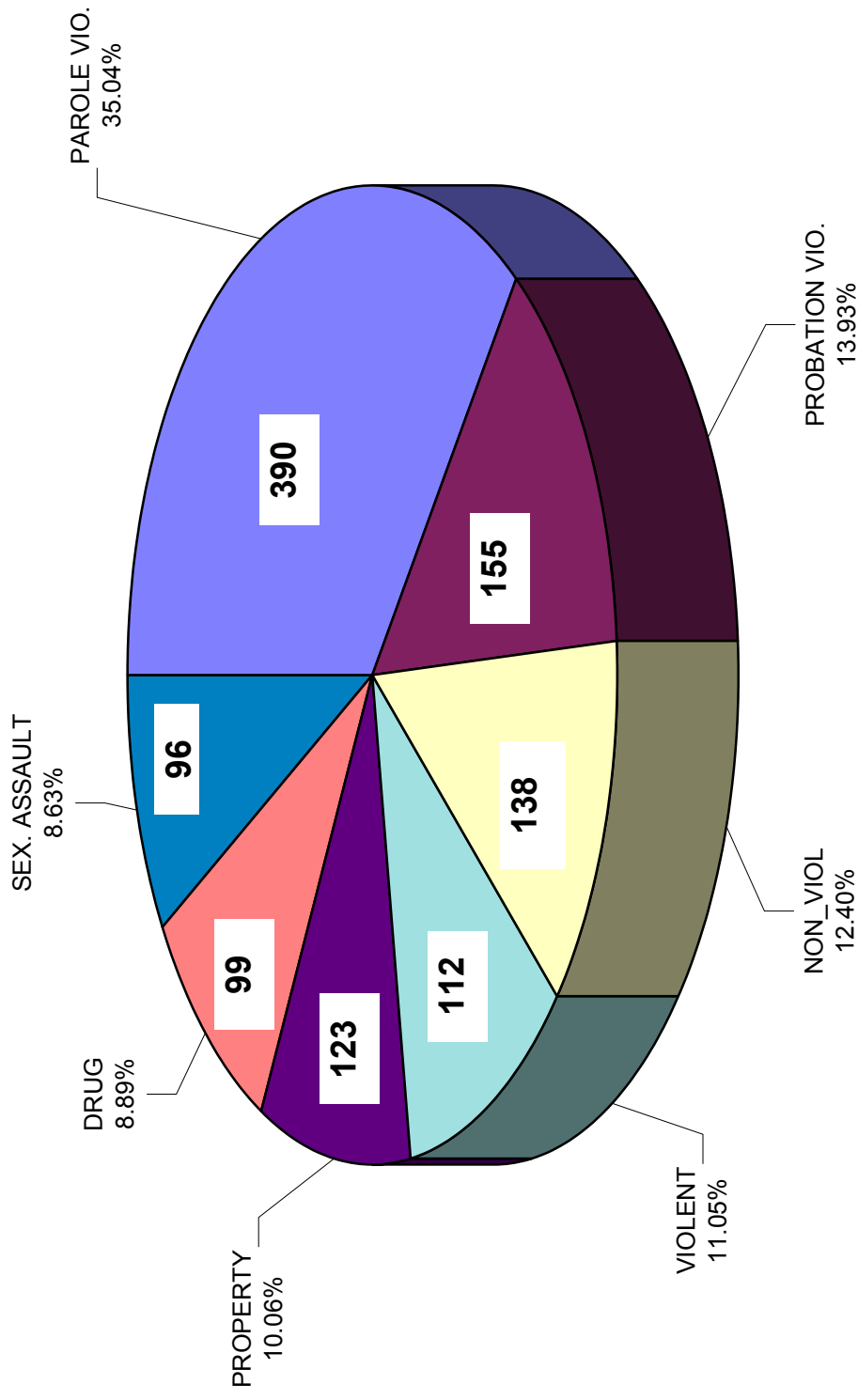
FY-03

% of Adm.

Less than 1 year	11	1.9%
1 to 2 years	165	29.0%
2 to 4 years	258	45.4%
4 to 6 years	50	8.8%
6 to 8 years	45	7.9%
8 to 10 years	3	0.5%
10 to 15 years	24	4.2%
15 to 25 years	8	1.4%
More than 25 years	3	0.5%
Life With No Parole	1	0.2%

Total	568
Violation of Parole	390
Violation of Probation	155
Grand Total	1,113

NH DEPARTMENT OF CORRECTIONS ADMISSIONS BY CRIME TYPE 1,113 ADMISSIONS FISCAL 2003

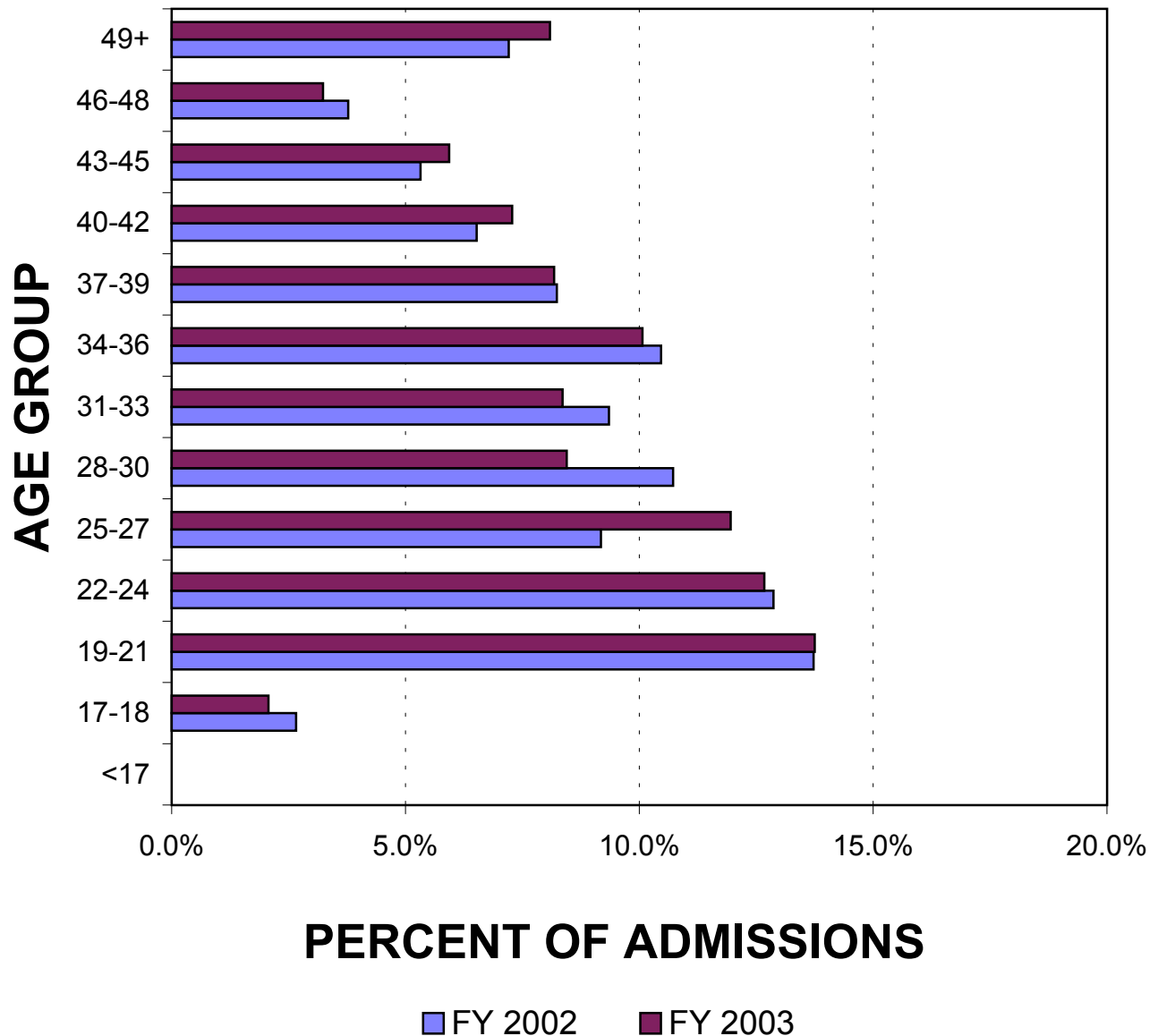


ANNUAL ADMISSIONS BY CRIME TYPE

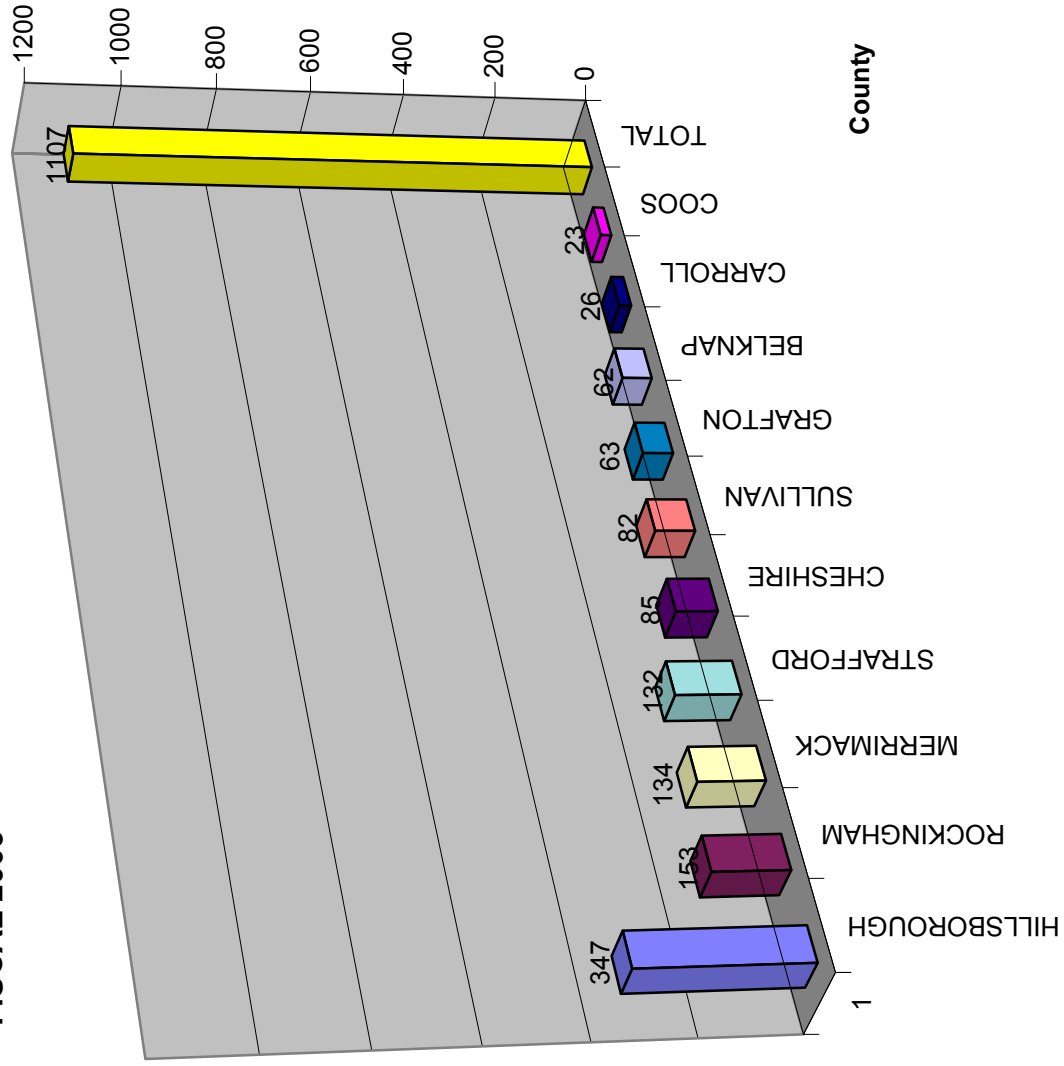
	FY-99	FY-00	FY-01	FY-02	FY-03
Drug	93 (8.88%)	109 (10.58%)	123 (10.95%)	94 (8.06%)	99 (8.89%)
Non-Violent	113 (10.79%)	114 (11.07%)	140 (12.47%)	126 (10.81%)	138 (12.40%)
Parole Violation	372 (35.53%)	360 (34.95%)	347 (30.9%)	405 (34.73%)	390 (35.04%)
Probation Violation	171 (16.33%)	152 (14.76%)	182 (16.21%)	193 (16.55%)	155 (13.93%)
Property	106 (10.12%)	117 (11.36%)	131 (11.67%)	138 (11.84%)	123 (10.06%)
Sex Assault	89 (8.50%)	78 (7.57%)	98 (8.73%)	76 (6.52%)	96 (8.63%)
Violent	103 (9.84%)	100 (9.71%)	102 (9.08%)	134 (11.49%)	112 (11.05%)
TOTALS	1,047	1,030	1,123	1,166	1,113

Description	Number	
	Admitted	
	FY2003	% of Total
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VIOLATION OF PAROLE	390	35.0%
PROBATION VIOLATION	155	13.9%
DRUGS-MFG, SALE, POSSESSION	99	8.9%
SEX OFFENSES	96	8.6%
TRAFFIC OFFENSES	70	6.3%
AGGRAVATED ASSAULT	68	6.1%
BURGLARY	57	5.1%
ROBBERY	31	2.8%
LARCENY	30	2.7%
STOLEN PROPERTY	27	2.4%
HOMICIDE	21	1.9%
FORGERY AND COUNTERFEITING	13	1.2%
WEAPONS, CARRYING AND POSSESSION	10	0.9%
FRAUD	9	0.8%
OBSCENTITY	6	0.5%
STOLEN VEHICLE	5	0.4%
ARSON	4	0.4%
ESCAPE, AIDING AND ABETTING ESCAPE	4	0.4%
OBSTRUCTING THE POLICE	4	0.4%
KIDNAPPING	3	0.3%
PUBLIC PEACE	3	0.3%
FAMILY OFFENSES	3	0.3%
FAILURE TO APPEAR	2	0.2%
PROPERTY DAMAGE	1	0.1%
BRIBERY	1	0.1%
CONSERVATION	1	0.1%
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	1113	100.0%

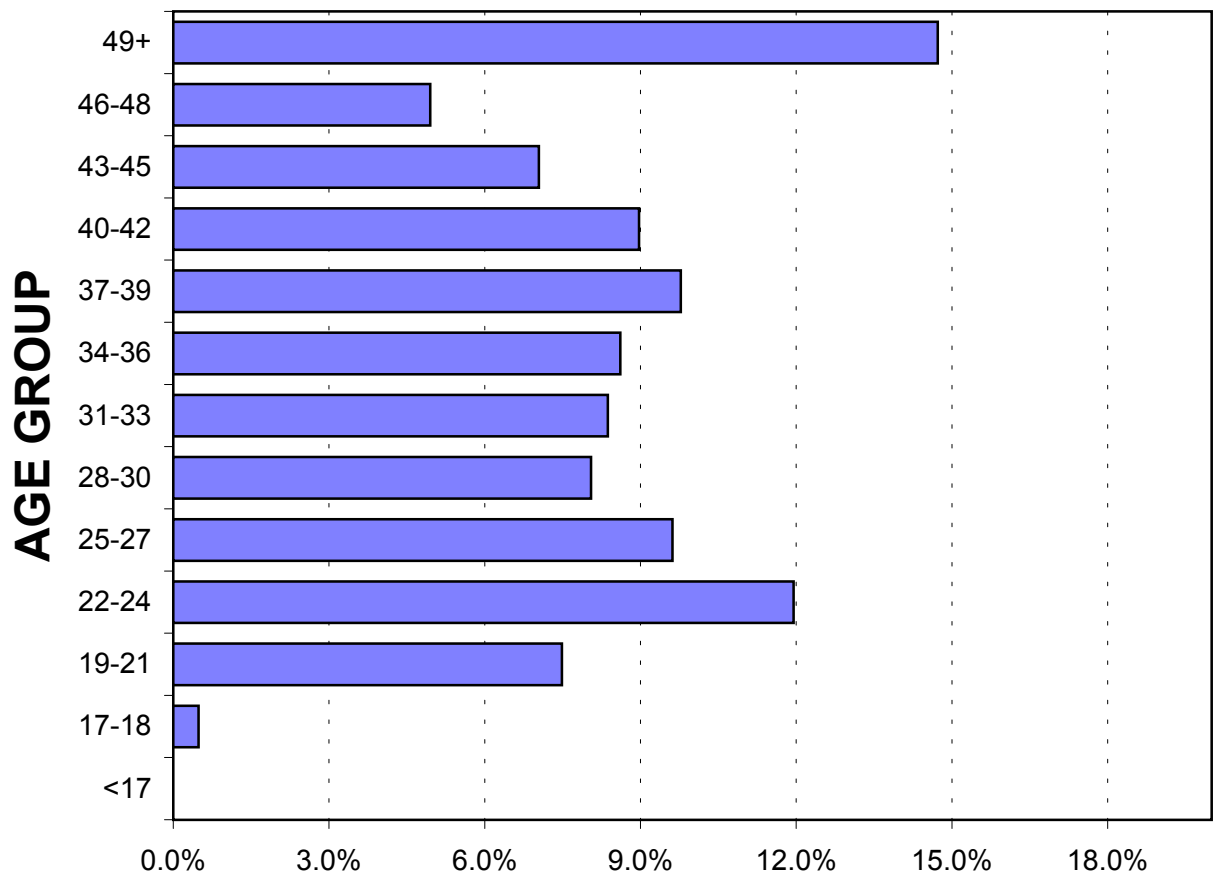
NH DEPARTMENT OF CORRECTIONS
AGE AT ADMISSION
FISCAL 2002 vs FISCAL 2003



**RELEASES BY COUNTY RECEIVED FROM
FISCAL 2003**

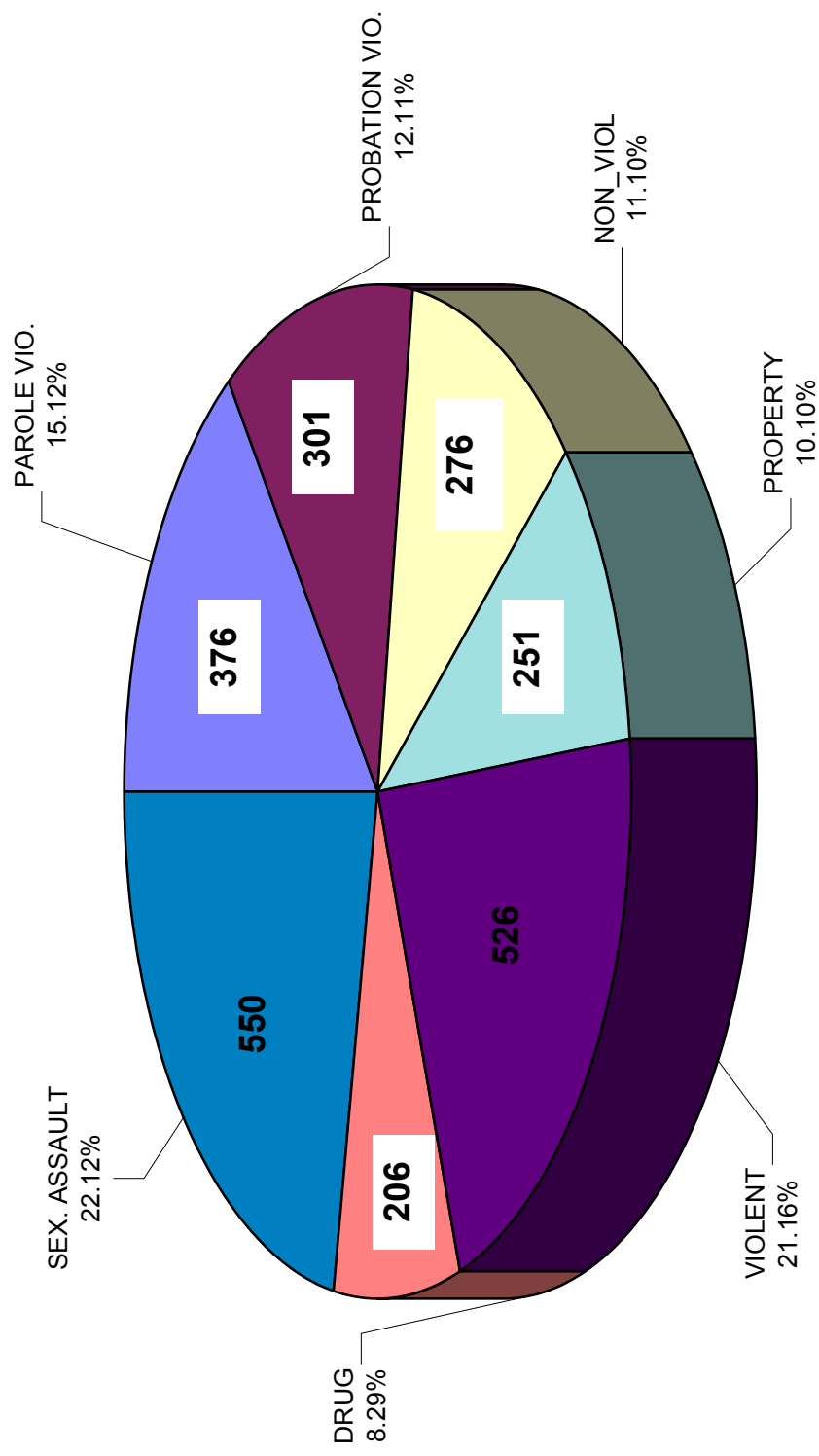


NH DEPARTMENT OF CORRECTIONS
AGE DISTRIBUTION
NH INMATES AS OF 6/30/2003



NH INMATES BY CRIME TYPE

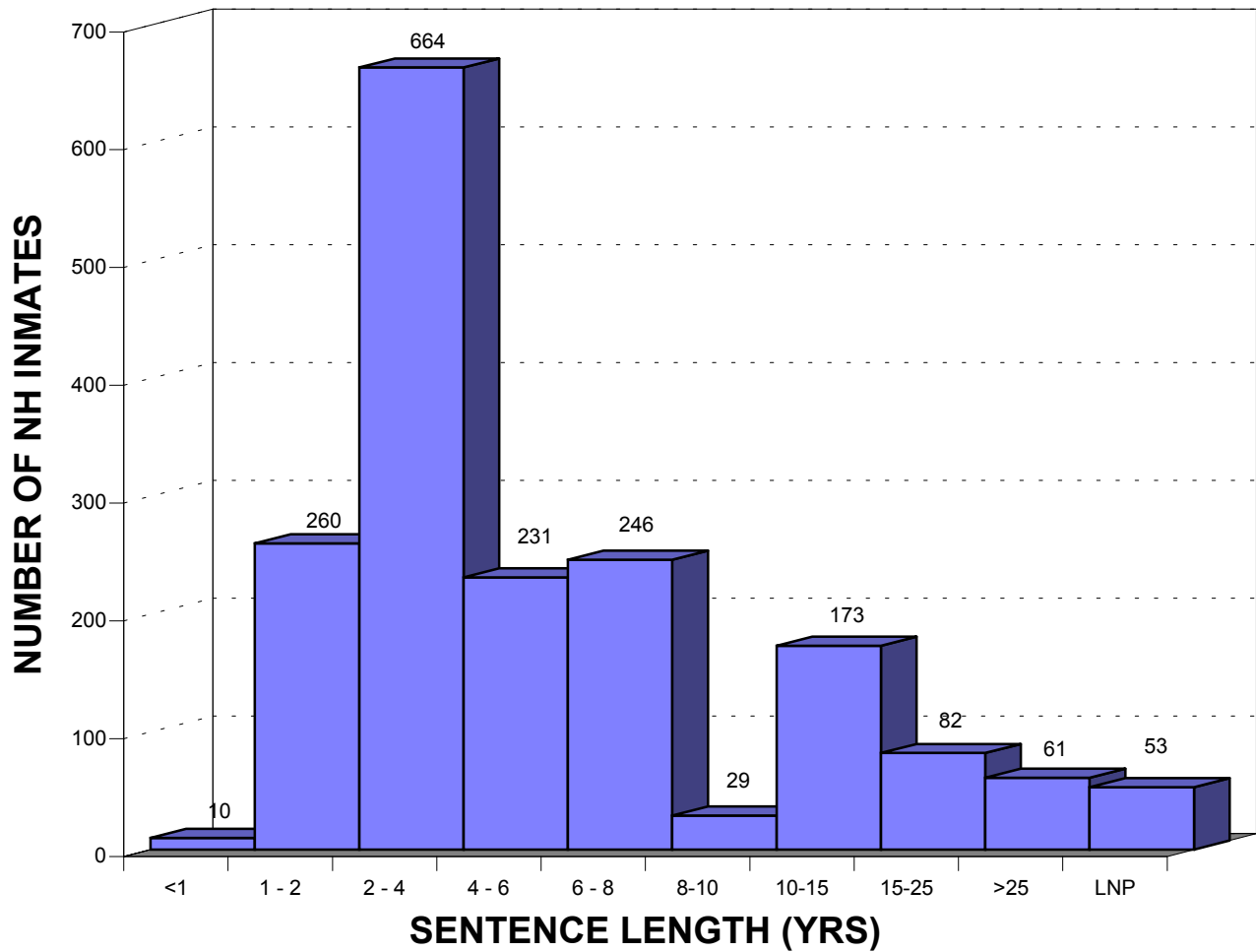
2486 as of 6/30/2003



Description	Number	
	Incarcerated 06/30/03	% of Total
SEX OFFENSES	550	22.1%
VIOLATION OF PAROLE	376	15.1%
PROBATION VIOLATION	301	12.1%
HOMICIDE	232	9.3%
DRUGS-MFG, SALE, POSSESSION	206	8.3%
AGGRAVATED ASSAULT	180	7.2%
TRAFFIC OFFENSES	129	5.2%
BURGLARY	103	4.1%
STOLEN PROPERTY	90	3.6%
ROBBERY	97	3.9%
WEAPONS, CARRYING AND POSSESSION	39	1.6%
FORGERY AND COUNTERFEITING	28	1.1%
ESCAPE, AIDING AND ABETTING ESCAPE	23	0.9%
ARSON	19	0.8%
FRAUD	22	0.9%
KIDNAPPING	16	0.6%
OBSTRUCTING THE POLICE	7	0.3%
LARCENY	36	1.4%
FAILURE TO APPEAR	5	0.2%
PROPERTY DAMAGE	3	0.1%
STOLEN VEHICLE	6	0.2%
PUBLIC PEACE	4	0.2%
OBSCENITY	9	0.4%
FAMILY OFFENSE	3	0.1%
BRIBERY	1	0.0%
CONSERVATION	1	0.0%
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	2486	100.0%

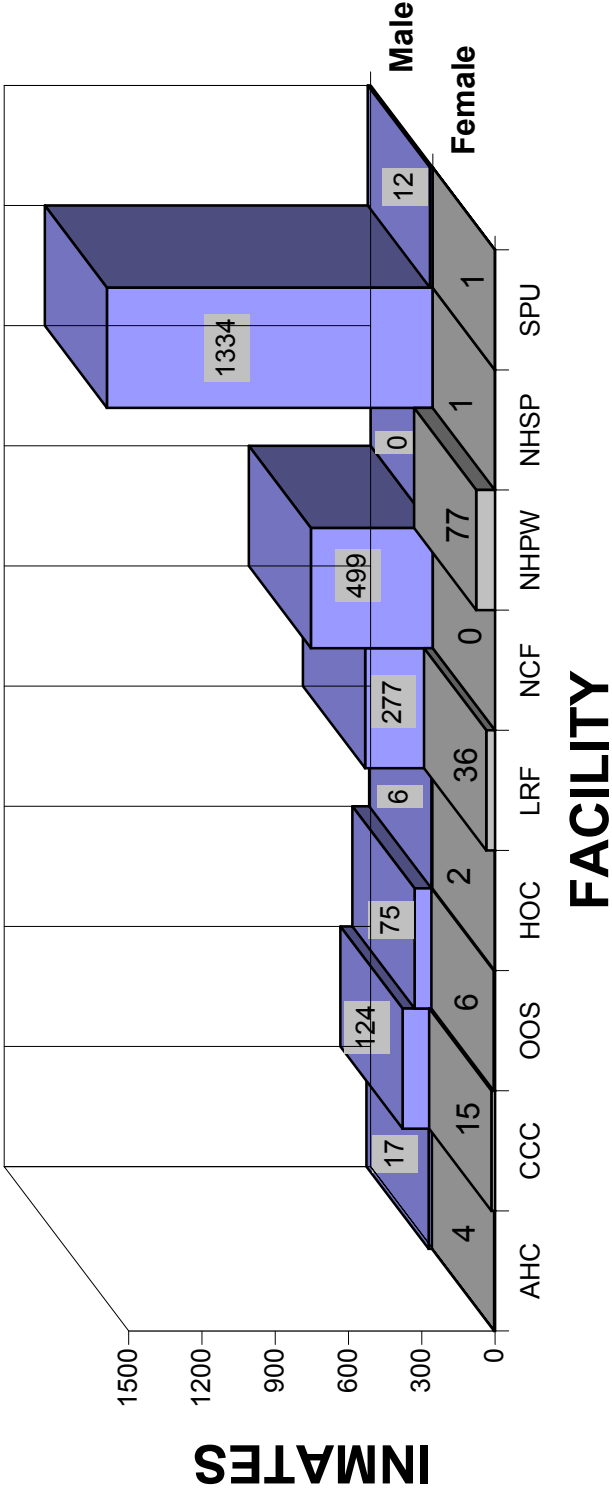
NH DEPARTMENT OF CORRECTIONS PRISON SENTENCES BEING SERVED

AS OF 6/30/2003



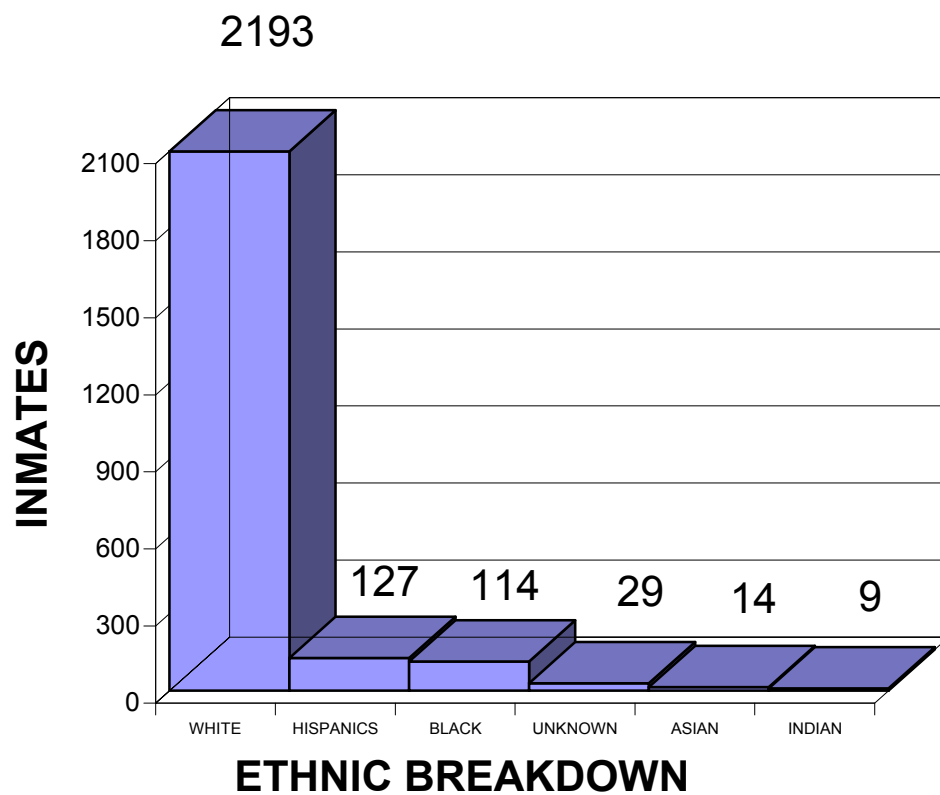
SENTENCE LENGTH	INMATES as of 6/30/2003	% of NH INMATES
Less Than 1 Year	10	0.6%
1 to 2 Years	260	14.4%
2 to 4 Years	664	36.7%
4 to 6 Years	231	12.8%
6 to 8 Years	246	13.6%
8 to 10 Years	29	1.6%
10 to 15 Years	173	9.6%
15 to 25 Years	82	4.5%
More Than 25 Years	61	3.4%
Life with No Parole	53	2.9%
Total	<hr/> 1,809	
Violation of Parole	376	
Violation of Probation	301	
Grand Total	<hr/> 2,486	

NH DEPARTMENT OF CORRECTIONS
NH INMATES BY FACILITY/GENDER
as of 6/30/2003



NH DEPARTMENT OF CORRECTIONS

NH INMATES AS OF 6/30/2003



NH DEPARTMENT OF CORRECTIONS
OFFENDERS HOUSED BY NH FOR OTHER JURISDICTIONS
ON 6/30/2003

NH COUNTIES

COOS	1
HILLSBOROUGH	3
MERRIMACK	20
ROCKINGHAM	8
STRAFFORD	1
TOTAL	33

FEDERAL AGENCIES

BUREAU OF PRISONS	1
IMMIGRATION	4
US MARSHALLS	6
TOTAL	11

OTHER STATES

ARIZONA	2
CALIFORNIA	3
COLORADO	2
CONNECTICUT	9
FLORIDA	12
HAWAII	1
KANSAS	1
MAINE	9
MASSACHUSETTS	21
MINNESOTA	1
NEW JERSEY	3
OREGON	1
RHODE ISLAND	7
UTAH	1
VERMONT	1
VIRGINIA	2
TOTAL	76

FIELD SERVICES

NH PAROLEE	7
TOTAL	7

GRAND TOTAL	127
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STATE OF NEW HAMPSHIRE DEPARTMENT OF CORRECTIONS

MISSION STATEMENT

To protect the public, offer offenders the opportunity for self improvement, and promote staff development and personal growth in a safe environment.

VALUES STATEMENT

The New Hampshire Department of Corrections is committed to fulfilling its mission by upholding the following values:

INTEGRITY

We will adhere to the highest ethical standards and accept responsibility for our decisions and actions.

RESPECT

We will treat all employees, offenders and the public with fairness, honesty, consideration and dignity while recognizing individual diversity.

PROFESSIONALISM

We will be firm, fair and consistent in the performance of our duties and responsibilities. As positive role models, we will take pride in maintaining the quality of our services through our performance, appearance and continued education and training. We will instill trust and teamwork by providing support to co-workers and promoting cooperation and open communication.